

## TECHNICAL COMMITTEE

December 7, 2021  
9:32 to 11:46 A.M.

### MINUTES

The meeting was called to order at 9:32 A.M. by Mr. Joel Gallihue.

#### 1. APPROVAL OF NOVEMBER 2021 MINUTES

Mr. Gallihue asked for approval of the minutes from the November meeting of the Technical Committee. Mr. Dan Janousek moved to approve the minutes with Mr. Steve Cohoon seconding the motion. The minutes were unanimously approved.

#### 2. RECOMMENDED ACTION ON RESOLUTION #22-8

Mr. Keith Kucharek introduced the resolution. In Resolution #22-8 Howard County and Carroll County both requested to amend the FY 2022-2025 TIP. Howard County is requesting to add reconstruction of the bridge on Union Chapel Road over Cattail Creek. The addition of this project into the TIP is necessary to allow MDOT SHA to prepare and finalize NEPA documents. The amendment will add \$900,000 in engineering and \$2.0 million in construction for a total of \$2.9 million.

Mr. David Cookson presented details of the project. The bridge on Union Chapel Road is currently rated in poor condition and is in need of either rehabilitation or reconstruction. It was determined that reconstruction would ultimately be more cost efficient. Federal Surface Transportation Block Grant (STBG) funds will be used as well as local matching funds. Design is scheduled to begin in March 2022 with design completion in February 2023. Advertisement for construction is scheduled for May 2023 with Notice to Proceed in July 2023. Construction completion is anticipated in June 2024.

Carroll County is requesting to add two bridges to the 2022-2025 TIP. Both are necessary to address safety issues resulting from the deterioration of the existing bridges. The first is reconstruction of the bridge on Patapsco Road over the East Branch Patapsco River in Carroll County. The amendment will add \$603,000 in engineering and \$1.266 million in construction for a total of \$1.869 million.

The second Carroll County project is the reconstruction of the bridge on Upper Beckleysville Road over Murphy Run. The amendment will add \$580,000 in engineering and \$905,000 in construction for a total of \$1.485 million.

Mr. Chris Letnaunchyn presented details of the projects. The Patapsco Road bridge in Finksburg is in overall poor condition and has had temporary remedial work done to keep it open. Engineering is anticipated to be complete in FY 2023 with construction completion expected in FY 2024. The Beckleysville Road Bridge in Hampstead is in overall poor condition and has imposed weight limits and a mandatory three month inspection cycle. The bridge has been deemed unsafe for emergency fire equipment which must detour around the bridge. Engineering is expected to be complete in FY 2023 and construction completion is anticipated in FY 2024.

There was a request for a motion regarding Resolution #22-8. Mr. Brian Ulrich made a motion to send Resolution #22-8 to the BRTB as presented and Mr. Graham Young seconded the motion. A vote was taken on Resolution #22-8, with unanimous support from the members.

***[PowerPoint: December TIP Amendments – Howard & Carroll Counties]***

### **3. PRESENTATION: BUILDING PERMIT ACTIVITY - RESIDENTIAL HOT SPOTS**

Ms. Crystal McDermott presented on 2020 residential building permit activity. Ms. McDermott showed the locations of the region's top-10 most prolific residential developments in the region, highlighting the unit types and scale of each of the projects. Ms. McDermott also presented the top-5 most prolific residential developments in each jurisdiction, showing the location, unit types and scale of each.

To put the most prolific residential developments in context, Ms. McDermott also presented a regional view of all residential growth in 2020, by jurisdiction and by regional planning district.

***[Story Map: Residential Hot Spots 2020 – The Baltimore Metropolitan Region***  
***<https://arcg.is/0GLPSq>***

### **4. PRESENTATION: 2018-2019 MARYLAND TRAVEL SURVEY (MTS) RESULTS**

Mr. Robert Berger discussed results from the 2018-2019 Maryland Travel Survey (MTS), in particular an Analysis of Daily Travel in the Baltimore region. The analysis included both Jurisdictional and Household data.

He noted that the use of a particular travel mode varied significantly by jurisdiction. He noted that trip purpose also varied significantly by jurisdiction. Also of note is that jurisdictional differences in travel mode and trip purpose are also seen at the household level.

In addition, he pointed out that households in some jurisdictions take far more daily trips and travel more daily miles than those in others do.

***[PowerPoint: 2018-2019 Maryland Travel Survey (MTS) Results – Analysis of Daily Travel in the Baltimore Region]***

## 5. FY 2022 UPWP UPDATES

- **Public Participation Plan**

Ms. Monica Haines Benkhedda provided members with an overview of plans to update the BRTB's Public Participation Plan (PPP) in 2022.

The PPP is a guidebook for the public as to how and when they can engage in the regional transportation planning and decision-making process. It is also a policy document that outlines the policies and procedures for BRTB committee members and BMC planning staff to follow as they engage with the public. Specifically, the PPP Outlines: Public Involvement Policies; Strategies for Outreach, Education & Engagement; and Evaluation.

Federal laws and planning regulations guide the regional planning process. For MPOs such as the BRTB, Federal planning regulations outline requirements such as offering the public the chance to review and comment at key decision points, making information available online, and employing visualization techniques; demonstrating explicit consideration and response to public input; and seeking out and considering the needs of those traditionally underserved. The BRTB public participation practices are also guided by Title VI of the Civil Rights Act and several executive orders. Ms. Haines Benkhedda noted that there is a new executive order – EO 13985 on Advancing Racial Equity and Support for Underserved Communities, which provides new guidance to federal agencies to revise agency policies to account for racial inequities in their implementation. Since the BRTB oversees the distribution of federal funds we must follow all appropriate guidance and regulations.

Currently, the PPP includes a number of guiding principles, which were developed in considering the planning regulations and relevant laws and guidance. For 2022, we are open to considering updates to these guiding principles. Ms. Haines Benkhedda asked members for their technical support in this policy area - are the existing guiding principles sufficient? Are there principles we are missing or language we could add to enhance the existing principles?

Ms. Haines Benkhedda provided a proposed schedule and an overview of anticipated changes, including an update to the section on social media, updating the section on the PAC, which is currently an inactive subcommittee of the BRTB, and doing some advanced consultation with BRTB members and surveying interested parties. After obtaining this initial feedback, staff will prepare a draft 2022 PPP and organize a comment period. As a note, regulations require a 45-day comment period for the PPP. Ms. Haines Benkhedda asked members to let her know if they have examples of public involvement best practices or participation plans they find to be good examples. She agreed to return in a couple months to update the committee on progress made.

### ***[PowerPoint: Schedule and Topics for the 2022 Public Participation Plan]***

- **Preview of Safety Data for Annual Performance Measures**

Ms. Cindy Burch provided an update on recently released 2020 crash data and shared a preview of the regional safety performance targets. In 2020, traffic crashes, injuries, and serious injuries decreased while fatalities increased across the region and state. The Maryland

Department of Transportation State Highway Administration (MDOT SHA) submitted state safety performance targets in August 2021 and the BRTB must set regional targets within 180 days of that report. This will be the fifth time targets are set and the BRTB decided to utilize the state methodology for setting targets, which changed this year to an exponential forecast. Ms. Burch shared the anticipated targets for 2018-2022 average and goal for 2040; those figures will be shared at the January meeting with a Resolution. She also shared a website with year-to-date fatality counts (<https://zerodeathsmd.gov/resources/crashdata/>); this is updated monthly.

**[PowerPoint: Safety Performance Target Setting]**

- **Resilience 2050 Update**

Mr. Zach Kaufman gave an update on the development of the next long-range transportation plan (LRTP), *Resilience 2050*. Key steps in the planning process include launching websites for *Resilience 2050*, adopting regional goals and strategies, financial and socioeconomic forecasts, project submittal and scoring, selection and analysis of the preferred alternative, and release of the draft plan. Mr. Kaufman emphasized the upcoming call for projects for *Resilience 2050*, scheduled for April through June of 2022.

Mr. Kaufman then summarized a planned series of white papers focusing on LRTP topics. BMC staff plan to release a new white paper every 4 to 6 weeks from January 2022 through the release of the draft plan in February 2023. The white papers address a large gap in public outreach before hitting another formal comment period for the LRTP. While not a formal comment period, members of the public will be able to submit suggestions and comments on the white papers. This will aid BMC staff in improving draft chapters for *Resilience 2050*.

Draft topics are drawn from the metropolitan planning regulations and the requirements for the LRTP. They include project scoring, the financial forecast, the socioeconomic forecast and demographic trends, performance based planning and programming, environmental justice analysis, environmental and natural resources impacts, safety and SHSP emphasis areas, regional bicycle networks, freight, and emerging technologies. Mr. Kaufman and Ms. Aris asked Technical Committee members to submit suggestions for additional topics within one month.

**[PowerPoint: Update and White Papers for Resilience 2050]**

- **Updating the Definition of Low-Income Populations for use in Regional Planning Activities**

Mr. Kaufman presented staff work on a new definition for low-income populations. Prior analyses defined low-income as households below the poverty level. During the prior LRTP update, the Public Advisory Committee criticized this definition as too low and recommended increasing it. In response to this critique, BMC staff reviewed alternative definitions of low-income populations for use in future analyses including Environmental Justice (EJ) analysis, the Vulnerable Populations Index, and *Resilience 2050* project scoring.

Mr. Kaufman summarized EJ principles and the federal definitions of low-income and minority populations. While low-income is defined as a person whose household income is at or below

the U.S. Department of Health and Human Services poverty guidelines, MPOs have the option of adopting their own definition of low-income.

The poverty level ranges from approximately \$13,000 for a one-adult household to about \$26,000 for a four-person household containing two adults and two children. Alternative definitions include higher percentages of the poverty level (150%, 200%, etc.) or a percentage of Area Median Income (AMI). Any alternative low-income definition should be available regularly from federal sources at a suitably fine level of geography. Mr. Kaufman then reviewed low-income data for the Baltimore region. Approximately 10%, 16%, 20%, and 22% of the Baltimore region population falls below 100%, 150%, 185%, and 200% of the poverty level, respectively. This means that doubling the definition of low-income from the poverty level to 200% of the poverty level would increase the number of persons defined as low-income from about 10% to about 22%.

BMC staff reviewed the definition of low-income households utilized by 23 other MPOs. Of these, 11 use the poverty level, 10 use a higher percentage of the poverty level, 1 uses a percentage of Area Median Income, and 1 uses the lowest quartile of households by income.

After reviewing alternatives and practices used by other MPOs, BMC staff recommend 200% of the poverty level as the new definition for low-income populations. This increases the definition of low-income to approximately \$25,000 for a one-adult household and to about \$52,500 for a four-person household. This definition has several advantages. It captures a larger portion of economically insecure households in the Baltimore region, as the poverty level is not a living wage for Baltimore region households. Housing staff indicate that it is a close approximation to 50% of Baltimore area AMI, an income level that is utilized for some HUD programs. It is also readily available from the ACS for incorporation into BMC products such as the VPI. Finally, it is also a good approximation of a family-supporting wage. This wage is derived from the Massachusetts Institute of Technology (MIT) living wage calculator and has been utilized in a number of BMC workforce development reports and analyses.

The Technical Committee agreed to move forward with 200% of the poverty level as the definition of low-income populations for use in future analyses.

***[PowerPoint: Environmental Justice Analysis – Definition of Low-Income Households]***

- **Discussion of Topics for the Upcoming UPWP**

Mr. Todd Lang shared the top fifteen priorities for FY 2023 based on voting by members. For reference, the top five were: Safe Systems Approach – Proactive/Predictive Crash Prevention, 30% Bicycle Trail Designs, Access Management Plans to Advance Safety Along Corridors, Develop Vision for Integrated Bicycle Network, and LOTS Skills and Technology Assessment.

A short time will be provided for the remaining members to get their responses to Mr. Lang or Ms. Aris. Progress will need to be made to continue development of the FY 2023 Addendum to the UPWP.

***[PowerPoint: FY 2023 UPWP Potential Focus Areas]***

## **6. OTHER BUSINESS**

Mr. Kucharek informed the committee members that the 2023-2026 TIP cycle will be beginning soon. A package of information will be distributed this week with the DTS database opening in early January for updates and new projects.

Ms. Aris notified members that there has been a request that briefings be available on the results of the task on development of CIPs and barriers to Healthy Communities. Both of these tasks included interviews with multiple departments/agencies in each jurisdiction, therefore a briefing can be made available to a group if you request it. Please contact BMC in the near future if you request a briefing.

Mr. Gallihue asked for a motion to close the TC meeting. Mr. Gallihue made a motion which Mr. Snead seconded. The meeting adjourned at 11:22 A.M.

## **CLOSED SESSION**

Mr. Gallihue asked for a motion to open a Closed Session of the Technical Committee in order to discuss two proposals. Mr. Gallihue made a motion to open the Closed Session and Mr. Kwaku Duah seconded the motion at 11:23 a.m.

Ms. Sheila Mahoney presented an overview of the Transportation and Land Use Connection (TLC) grant program and accompanying consultant RFQ. Program funding was included in both the FY 2021 and FY 2022 UPWP at \$100,000 each and currently totals \$200,000. To help shape the regional program, BMC administered a survey to Technical Committee members in November 2020; the Committee discussed the results at the December 2020 meeting.

The goals of the program are in alignment with those identified in *Maximize 2045*. The program would provide short-term consultant services for projects that align with regional land-use/transportation priorities at the community level and include Multimodal Transportation Options; Transit Oriented Development; Land Use Enhancements in Activity Centers; Access to Transit; Regional Trail Connections; Climate Change Adaptation; Equitable Access for Vulnerable Populations. Applications for projects that support TOD or equitable access for vulnerable populations are eligible for additional points in the proposal evaluation. Local jurisdictions that are members of the BRTB are eligible to apply. Recipients will be awarded short-term consulting services (generally 6-8 months) valued at \$30,000 - \$60,000 for planning projects and up to \$80,000 for design projects related to the transportation/land-use connection. BMC would manage the consultant teams completing the work in close coordination with the local project lead. The grant recipients will be selected by a panel of staff from BMC, MDOT, MDP and 2 members of the Technical Committee from jurisdictions not applying within the cycle.

Ms. Mahoney proposed the release of a Request for Qualifications concurrently with the initial TLC application cycle. Indefinite Delivery / Indefinite Quantity (IDIQ) contracts would be awarded to two consultants pre-qualified to deliver transportation land use planning and design tasks for a three-year term. A small team of BMC staff and BRTB members would

review the consultant qualifications prior to making the selections. With approval, the RFQ would be released in February, with consultant selection in May and NTP in June 2022. The contracts would be valid through June 2025.

Ms. Mahoney also presented the proposed scope of work for a consultant task: a Central MD RTP pilot corridor analysis from BWI to Columbia Town Center (Corridor 25 out of 30 corridors identified for further analysis in the RTP). BMC staff estimates the pilot study would cost from \$150,000 to \$200,000. There is a total of \$600,000 available budget for RTP corridor studies in the FY 2021 and FY 2022 UPWP, and it is anticipated that multiple studies may be conducted based on the pilot once complete.

BMC staff would manage the task. A steering committee for the pilot will include Anne Arundel County, Howard County, and MDOT MTA. A group of key stakeholders will provide input received updates at project kickoff and at key milestones. Key deliverables will include two technical memoranda. The first memo will include an evaluation of transit needs in the corridor and documentation of potential service alternatives for the early (1-5 years) mid-term (6-10 years) and long-term. The second memo will consist of an implementation analysis of the recommended transit options including cost estimates, potential funding sources and recommendations for additional studies and next steps.

With approval, the RFP for the pilot corridor analysis would be released later in December with consultant selection in February. The duration of the work would be from March to September 2022.

Technical committee members were in agreement with the project scope and schedules for both items and agreed to move forward.

Mr. Gallihue asked for a motion to close the Closed Session of the TC. Mr. Snead made a motion to close the session after discussion of the proposals. Mr. Duah seconded the motion to close the session. The Closed Session ended at 11:46 a.m.

## **ATTENDANCE**

### ***Members***

Ken Choi – Maryland Department of Planning  
Patrick McMahon (for Jade Clayton) – 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  
Joel Gallihue – Harford County Department of Planning  
Dan Janousek – Maryland Department of Transportation (MDOT)  
Lisa Minnick Sirota – Maryland State Highway Administration (MDOT SHA)  
Catherine Salarano – Maryland Department of the Environment  
Sam Snead – Baltimore County Department of Public Works & Transportation  
Brian Ulrich – Anne Arundel County Office of Transportation (OOT)  
Graham Young – Baltimore City Department of Transportation

***Staff and Guests***

Regina Aris - Baltimore Metropolitan Council (BMC)

Charles Baber - BMC

Robert Berger - BMC

Cindy Burch - BMC

Rebecca Deibel - BMC

Monica Haines Benkhedda - BMC

Don Halligan – BMC

Victor Henry - BMC

Zach Kaufman - BMC

Shawn Kimberly - BMC

Keith Kucharek - BMC

Todd Lang – BMC

Christopher Letnaunchyn – Carroll County Department of Public Works

Crystal McDermott - BMC

Sheila Mahoney - BMC

Charlene Mingus, BMC

Brian Ryder - BMC