

TECHNICAL COMMITTEE

April 4, 2023
9:38 to 11:40 A.M.

MINUTES

The meeting was called to order at 9:38 A.M. by Mr. Joel Gallihue.

1. APPROVAL OF MARCH 2023 MINUTES

Mr. Gallihue asked for approval of the minutes from the March meeting of the Technical Committee. Mr. Kwaku Duah moved to approve the minutes with Mr. David Cookson seconding the motion. The minutes were unanimously approved.

2. RECOMMENDED ACTION ON RESOLUTION #23-19

Mr. Todd Lang introduced the resolution to adopt the FY 2024-2025 UPWP. Mr. Lang reviewed the amount of funding available, what the source of funding is, and where the dollars are going (BMC, local jurisdictions, or consultants). Mr. Lang also covered the focus areas with available funding, ranging from a regional freight profile to a review of future trends in employment, commercial real estate and housing.

Mr. Lang described the 30-day comment period and stated that several comments were submitted. Draft responses have been circulated to the TC and BRTB members.

There was a request for a motion regarding Resolution #23-19. Mr. Duah made a motion to send Resolution #23-19 to the BRTB as presented and Mr. Steve Cohoon seconded the motion. No members of the public had any comments. A vote was taken on Resolution #23-19, with unanimous support from the members.

[PowerPoint: Finalizing the UPWP]

3. RECOMMENDED ACTION ON RESOLUTION #23-20

Mr. Lang shared that the Disadvantaged Business Enterprise goal is set in conjunction with each UPWP. The goal adopted by the BRTB is based on a methodology developed by MDOT. The BRTB piggybacks based on being located in the same or a substantially similar market. The FY 2024 DBE goal is proposed for 26.2 percent.

There was a request for a motion regarding Resolution #23-20. Mr. David Cookson made a motion to send Resolution #23-20 to the BRTB as presented and Ms. Mary Lane seconded the motion. No members of the public had any comments. A vote was taken on Resolution #23-20, with unanimous support from the members.

Mr. Dan Janousek provided a link in the chat to the MDOT [Small, Minority and Disadvantaged](#) webpage as well as to where [agendas for the Minority Business Enterprise Advisory Committee](#) (MBEAC) are located.

[PowerPoint: DBE Goal for FY 2024]

4. PRESENTATION: TRANSPORTATION ISSUES IN HISTORIC TOWN CENTERS

Mr. Keith Kucharek provided an overview of the Transportation Issues in Historic Town Centers project that is currently in the final stages of completion. This project is being undertaken in conjunction with Howard and Baltimore Counties and is intended to be used as a model for other historic districts. The project includes developing recommendations for parking, wayfinding and multimodal access in Ellicott City in Howard County and Oella in Baltimore County. Mr. Kucharek introduced the Nelson\Nygaard team of Iain Banks (Nelson\Nygaard), Tristen Jackson (RK&K) and Jon Hall (Apple Design) to present the project to the Technical Committee.

Mr. Banks presented the existing parking and loading zone conditions, noting that there are approximately 1,000 parking spaces (800 public and 200 private). Usage rates were taken for weekdays and weekends. Analysis indicates there are enough parking spaces available. They aren't all conveniently located and some of the lots are challenging to use based on physical abilities or handicaps. All public parking is free.

Based on analysis and feedback received at public informational meetings and online surveys, numerous recommendations were made to address parking and loading areas. Some of the recommendations include curbside management such as removing or relocating loading zones, adding bike parking, providing shuttle service and many others.

Mr. Jackson presented analysis of the multimodal component of the project. The study looked at origin and destinations, existing sidewalk locations and condition, as well as existing trails and pathways.

Multimodal recommendations include widening sidewalks at selected locations, adding climbing lanes on several roadways, upgrading crosswalks and developing multimodal trails. Other recommendations consist of the continuation of the Patapsco Regional Greenway and to begin coordination with property owners to provide other trail connections.

Mr. Hall presented existing signage and wayfinding conditions. He mentioned that the existing signage was not always positioned in the proper location, some were redundant and not always clear. Potential sign design styles were presented to the public to get a feel for what type of signage could be implemented.

Several signing and wayfinding recommendations evolved from the feedback received at the public informational meetings and through the online surveys. One of the most popular recommendations is to rename the parking lots. Currently they are basic letter names such as "Lot A". Renaming the lots to better identify the location, such as "Courthouse Lot" would help users remember where they are parked as well as provide a sense of identity. Other recommendations include adding signage to indicate if the lot is full or if there are spaces open, upgrade signs entering the cities, adding a pedestrian directory sign at the entrance to parking lots.

Mr. Banks concluded the presentation with the next steps and project timeline. The public comment period ends on April 5. The final report will compile all comments received and incorporated into the final report which will be complete by the end of May, 2023.

Ms. Bihui Xu asked if any best practices would come out of the project. The team responded that development of best practices will be included in the final report.

Mr. Cohoon asked if the parking concerns are a perception or reality. The team responded that our surveys indicate that there are underutilized parking lots but could be caused by location and topography. Ellicott City isn't very flat and some of the parking lots do require a fair amount of walking to get to downtown. Trying to incentivize using those underutilized lots is one of the project goals.

Mr. Cohoon also inquired about parking fees. Mr. Banks noted that all parking is free. Approximately 15 years ago there was metered parking, but it was removed.

Mr. Duah asked for clarification on the sidewalk widening since that can be a real issue in historic areas. Will there be selective areas where the sidewalk can be widened? Mr. Jackson responded that the plan has an overarching goal to widen the sidewalk but not recommending specific locations. Some recommendations do include reaching out to property owners to see if they would be amenable to widening in front of their property. Sidewalks could potentially be widened where new crosswalks are installed as well. There is one area at the intersection of Main Street and Old Columbia Pike at the southeast corner where reconfiguring the curb to reduce the radius is recommended. This would in turn provide more exclusive pedestrian space.

Mr. Duah inquired about a possible shuttle service. Mr. Banks noted that there is a potential for a shuttle service, particularly on the weekends but if demand suggests it could be adjusted to weekdays as well. A shuttle service of some sort is included in the final recommendations.

[PowerPoint: Historic Town Centers]

5. PRESENTATION: MARYLAND TRAVEL SURVEY TOPIC – TRAVEL WITH FAMILY IN THE BALTIMORE REGION

Mr. Robert Berger discussed results from the 2018-2019 Maryland Travel Survey (MTS), specifically, a Study of Travel with Family. The analysis used Baltimore region, rather than jurisdictional, data.

Mr. Berger noted that some families travel together on transit the way other families travel together by car. The Study analyzed transit trips, both Rail and Bus, in which one household member is accompanied by one or more family members.

The Study excluded both work trips and return trips where the destination is home. The Study did include trips for Shopping and Meals, Health Care, Civic & Religious activities, Social activities, Entertainment, Trips to Drop off or Pick up someone, Exercise & Recreation, and Other activities.

He noted that the most common trip purpose for travel with family on rail is Shop/Meal (48%), and that the second most common trip purposes are Health Care (12%), Civic/Religious (12%), and Entertainment (12%). He noted that the third most common trip purposes are Drop off/Pickup and Other, Both at 8%. He noted that the following trip purposes were not observed on Rail, Socialize and Exercise/Recreation.

He noted that the most common trip purpose for travel with family on bus is also Shop/Meal (41.3%), the second most common trip purpose is also Health Care (15.2%), the third most common trip purpose is also Drop off/Pick up (14.1%), the fourth most common trip purpose is Socialize (10.9%), which does not appear under Rail. The fifth most common trip purpose is Other (8.7%), the sixth most common trip purpose is Exercise/Recreation (5.4%), which also does not appear under Rail. The seventh most common trip purpose is Civic/Religious (4.3%), which ranks second under Rail. The following trip purpose was not observed on Bus: Entertainment (0%). It, likewise, ranks second under Rail.

Mr. Duah asked Mr. Berger about any significant differences in trip lengths between bus and rail. Unfortunately there was no question in the MTS survey asking about trip lengths. Mr. Patrick McMahon asked about the number of responses to these questions in the survey. There were 20 responses to the rail question and 75 responses to the bus question.

[PowerPoint: Travel With Family]

6. UPWP ACTIVITIES

Resilience 2050: Mr. Zach Kaufman provided updates on the review of the draft *Resilience 2050* document and the public involvement period. Document review by Technical Committee members is in process. Three chapters have been shared, with several more to be shared for review by next week. Mr. Kaufman requested that members complete their review within one week of receiving their assigned chapters.

The public comment period is set for May 17 – June 16. Mr. Kaufman shared some draft meeting and advertisement materials and discussed meeting dates. There will be one meeting in each jurisdiction in addition to a virtual meeting. The virtual meeting will be recorded and made available on the BMC website. Mr. Kaufman reminded members that both the BRTB and TC representatives should attend their local jurisdiction meeting, with the BRTB representative presenting at each meeting. BMC will provide the presentation and notes. Mr. Kaufman requested several items from TC members by Friday, April 7. These include the chosen date/time/location of their meeting, IT information about the location, priority projects to

advertise during the comment period, and individual/organization email lists to advertise local meetings.

BMC will compile comments, draft responses in coordination with the TC and BRTB, and conduct a final review of responses in a tight two-week window from June 16-29. BMC will share responses for review and comment by July 5. The resolution for the 2024-2027 TIP, *Resilience 2050* and conformity determination will be presented to the ICG and TC on July 5, followed by a presentation to the BRTB on July 25.

7. DISCUSSION: EQUITY SCAN

Ms. Sherry Steine and Ms. Hannah Twaddell from ICF provided a review to date of work on the equity task from the FY 2023 UPWP. The work revolves around four key program areas: the long-range transportation plan (LRTP), the short-range program (TIP), the annual work program (UPWP) and the public participation plan (PPP). ICF shared that the team interviewed staff around the four key areas and then considered work at 20 peer MPOs around the country. For each topic area ICF shared: 1) BRTB best practices, peer MPO best practices, 3) peer agency examples, 4) opportunities to advance BRTB practices, and 5) challenges that have been identified.

Following the review, the discussion shifted to questions about what seemed most valuable to TC members, which best practices might they want to advance. Many of the members offered comments on areas of interest or challenges they have experienced locally. The discussion was fairly robust and will lay the groundwork for continued discussions in May.

[PowerPoint: Equity Scan]

8. OTHER BUSINESS

The next meeting will be held on May 2, 2023.

Mr. Gallihue asked for a motion to close the TC meeting. Mr. Cohoon made a motion which Mr. Duah seconded. The meeting adjourned at 11:40 A.M.

ATTENDANCE

Members

Steve Cohoon – Queen Anne’s County Department of Public Works
David Cookson – Howard County Office of Transportation
Angelica Daniel – Baltimore County Department of Public Works & Transportation
Luciano Diaz – Baltimore City Department of Transportation
Kwaku Duah – Annapolis Department of Transportation
Joel Gallihue – Harford County Department of Planning
Tavon Hawkins – Maryland State Highway Administration (MDOT SHA)
Dan Janousek – Maryland Department of Transportation (MDOT)

Mary Lane – Carroll County Department of Planning
Patrick McMahon – Maryland Transit Administration (MDOT MTA)
Catherine Salarano – Maryland Department of the Environment
Brian Ulrich – Anne Arundel County Office of Transportation (OOT)
Bihui Xu (for Ken Choi) – Maryland Department of Planning

Staff and Guests

Michael Anthony
Regina Aris - Baltimore Metropolitan Council (BMC)
Charles Baber - BMC
Iain Banks – Nelson Nygaard
Robert Berger - BMC
Cindy Burch – BMC
Dameon Byrd - BMC
Rebecca Deibel - BMC
Haley Eggert - ICF
Xavier Fair
Monica Haines Benkhedda - BMC
christopher gray
Kshitiz Gurung
Don Halligan – BMC
Jon Hall - Apple Design
Lamar Henderson
Victor Henry - BMC
DBJ
Tristen Jackson - RK&K
Petronella James – Morgan State University
jahmali
Sherwin Johnson
Xavier Johnson
Makhi Jordan
Khari Karade – Morgan State University
Zach Kaufman - BMC
Keith Kucharek - BMC
Lakhan
Todd Lang – BMC
Sheila Mahoney - BMC
Anna Marshall - BMC
Mario Merlo
Charlene Mingus – BMC
Riauna Moore
nick
Brandon N
David Pembamoto

Brian Ryder - BMC

Damon Scott

Eileen Singleton - BMC

Sherry Steine – ICF

Jacob Took - BMC

Hannah Twaddell – ICF

Martez Weems

Zephaniah Williams

Janiya Woodlon

Desiree Vanderloop