



**PUBLIC TRANSPORTATION BOARD**

February 28, 2017

7:00 p.m.

The George Howard Building  
3430 Court House Drive, Ellicott City, MD 21043

\*\*\*\*\*

**AGENDA**

1. Approval of the January 24, 2017 Minutes
2. Announcements
3. Public Comment
4. Old Business
  - RTA Bus Replacement
  - Role of the Public Transportation Board- bike/ped committee
  - Regional Transportation Agency/ Commission
  - Transit Development Plan
  - Complete Streets
5. New Business
  - Priority Letter
  - Bus Rapid Transit Update
6. Adjournment

Future PTB Meetings Dates

March 28, 2017	Pedestrian Plan/ RTA Update
April 25, 2017	Bike Share
May 23, 2017	Transit Development Plan/ MTA Update

For confirmation, please call the Office of Transportation at 410-313-4312.



**PUBLIC TRANSPORTATION BOARD MINUTES**  
**February 28, 2017 at 7:00 p.m.**

---

**Members Present:** Ron Hartman, Chair  
Jason Quan  
Alice Giles  
Astamay Curtis  
Larry Schoen  
**Excused:** Hector Garcia

**Staff:** David Cookson, Acting Executive Secretary  
John Ainsley, Recording Secretary

---

**1. Approval of the January 24, 2017, Minutes**

The Minutes were approved by a vote of 4-0. Mr. Schoen abstained from the vote.

**2. Announcements**

David Cookson announced The Central Maryland Transportation Alliance is now accepting applications for its Transportation 101 workshops. Transportation 101 is a 7-week class in which participants meet to learn from local experts and leaders, meet other interested residents and ultimately put what they learn into action. The Transportation Alliance believes that engaged and informed citizens are integral to building the region's transportation future. Classes are held from 6pm-9pm every Wednesday from April 26 to June 7 at the UM Bio Park (801 W Baltimore St, Baltimore, MD 21201) and include dinner.

The Baltimore Metropolitan Council and Bikemore invite you to join us for a series of film shorts and conversation about Complete Streets from 5:30 – 8 p.m. on Tuesday, March 21 at the Diamondback Brewery, 1215 Fort Avenue, in the rear of Banner Building at McHenry Row under the smokestack.

**3. Public Comments**

There were no public comments.

**4. Old Business**

## **Regional Transportation Agency Bus Replacement (Update)**

David provided the below updated list of future bus replacement in Howard County:

- Three Electric buses in route-in service June 2017
- Seven new Buses 100% funded by Howard County. A vote by the County Council will take place on 3/6/17. Anticipated delivery- December 2017
- Future request- OoT will ask the County Council for approved funding for Howard County's share of an additional ten buses in FY2018. Anticipated delivery- December 2018

## **Role of the Public Transportation Board- bike/ped committee**

Phil Nichols of the County Administration advised that prefiled legislation has been filed for introduction at the next County Council legislative session on March 6, 2017. A public hearing will follow on March 20, 2017 and the Council will vote on April 3, 2017. The legislation is:

CB 20: Amending the qualifications of the Administrator of the Office of Transportation; amending the duties of the Office of Transportation; amending the general powers and duties of members of the Public Transportation Board; adding the Office of Transportation to agencies serving on the Subdivision Review Committee; and generally relating to the Office of Transportation.

## **Regional Transportation Agency Commission**

Phil advised that there is not an official seated commission at this time. The question of partners' funding has been the central focus at the meetings. It was decided that partner funding's will be based on service hours of the operation in each jurisdiction. The partners are currently in conversation regarding the establishment of the board.

## **Transit Development Plan – TDP (Update)**

David summarized the working plan of the TDP which includes the following:

- Two drafted technical memorandums
- Survey of all public information received
- Create description of all services
- Draft a public technical memorandum (to be released in near future).
- Next step- route restructuring which would coordinate connectivity with surrounding modals of transportation

## **Complete Streets (Update)**

David advised there have been continual bi-weekly meetings of the Complete Streets Implementation Team. Stakeholder and public comments are being incorporated into the draft of the Complete Streets Policy. A consultant has been selected for next phase (WRA), who will incorporate Complete Streets concepts into the Howard County Design Manual. This will be a two phase project. The first will be to identify the issues and road sections with other Howard County departments. The agreed road sections will then be incorporated into the actual document of the Design Manual.

## **5. New Business**

### **Priority Letter (Update)**

David presented an overview of the Priority Letter that will be forwarded to the Maryland Department of Transportation (MDOT) in April 2017.

The CTP is The Consolidated Transportation Program (CTP) is the Department's fiscally constrained 6 year capital budget for major and minor transportation projects for all modes of transportation. The draft CTP is presented to local elected officials & citizens throughout Maryland for comment (CTP Tour). –(Fall 2017) Based upon input from MDOT, the Governor decides which projects are funded based on internal rankings, external/public discussions, State and MTP Goals and Objectives, and the amount of funding available. The Priority Letter helps guide Decision making process at MDOT- For each mode- highways and transit.

The Priority Letter expresses Howard County request of priority of state projects in the county. These letters publicly express to MDOT local priorities for major capital projects so those needs can be included in decision making on our budget. Each year, the Consolidated Transportation Program (CTP) or six year capital budget for State transportation projects, will be revised based on these letters, State needs, State goals and funding availability.

### **Bus Rapid Transit (BRT) (Update)**

David summarized an overview and update of the current BRT Project which is in collaboration with Montgomery County, SHA & MTA (MOU is currently being drafted):

#### **BRT Project Plan (Draft Scope)**

- Phase 1: BRT Station in Downtown Study-Close to completion
- Phase 2: Ridership Projections
  - Based Bus on shoulder
  - Based on Montgomery County's service plan


Based on Maple-Lawn Stop, DTC Stop  
Based on Route Revisions as per TDP and feeders to service


- Phase 3a:  
Review locations of shoulders that can be for bus on shoulder below 35 mph (below per hour in the peak hours)  
Identify limits of locations  
Review Location for any TSP improvements  
Wrap up with test bus: see how bus operations would work

---

## 6. Adjournment

Mr. Hartman adjourned the meeting at 8:41 pm. The next Public Transportation Board meeting is scheduled for **March 28, 2017 at 7:00 pm.**

  
\_\_\_\_\_  
David Cookson                      3/1/17  
Acting Executive Secretary      Date

  
\_\_\_\_\_  
John Ainsley                      3/1/17  
Recording Secretary              Date

Transit Management of Central Maryland, Inc.



**Summarized Financial Information for the month ending January 31, 2017**

January 31, 2017

Description	Month January 31, 2017	Monthly Budget	Monthly Budget Variance	Actual YTD 7/1/2016 - 01/31/2017	Budget YTD 7/1/2016- 1/31/2017	YTD Budget Variance	FY 2017 Annual Budget
Fare Recovery & Advertising	\$ 129,176	\$ 159,977	\$ (30,801)	\$ 987,092	\$ 1,119,841	\$ (132,749)	\$ 1,919,727
Operation Cost	\$ 883,719	\$ 820,516	\$ 63,203	\$ 5,687,931	\$ 5,743,609	\$ (55,678)	\$ 9,846,187
Maintenance Cost	\$ 291,659	\$ 235,273	\$ 56,385	\$ 1,715,540	\$ 1,646,914	\$ 68,625	\$ 2,823,282
General & Administrative Cost	\$ 169,197	\$ 178,742	\$ (9,545)	\$ 1,118,489	\$ 1,251,195	\$ (132,706)	\$ 2,144,905
<b>Total Cost Expended</b>	<b>\$ 1,344,574</b>	<b>\$ 1,234,531</b>	<b>\$ 110,043</b>	<b>\$ 8,521,960</b>	<b>\$ 8,641,718</b>	<b>\$ (119,758)</b>	<b>\$ 14,814,374</b>
<b>Net fare recovery less costs expended</b>	<b>\$ (1,215,398)</b>	<b>\$ (1,074,554)</b>	<b>\$ 140,844</b>	<b>\$ (7,534,868)</b>	<b>\$ (7,521,877)</b>	<b>\$ 12,991</b>	<b>\$ (12,894,647)</b>

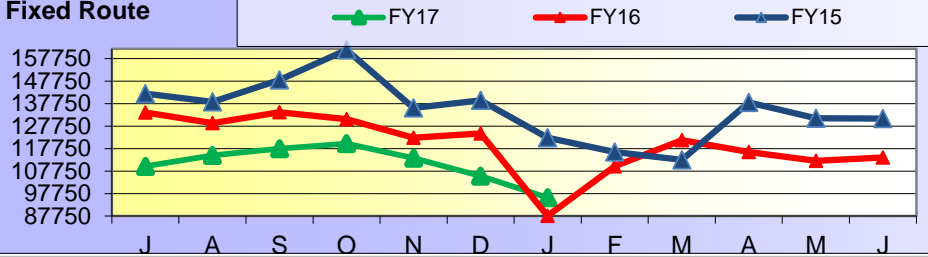


# FY17 Executive Summary

For One Month Period Ending 1/31/17

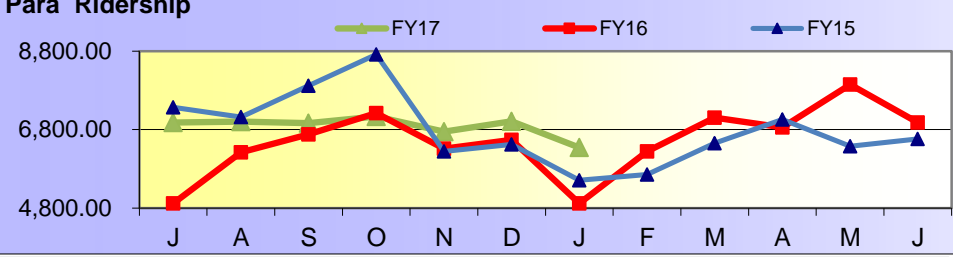


## Fixed Route



January ridership was: 95,889 Compared to last two prior years AVERAGE ridership of: 105,177 Net Ridership: 09.2%

## Para Ridership



January ridership was: 6,343 Compared to last two prior years AVERAGE ridership of: 5,216 Net Ridership: 28.9%

AVE Daily Ridership	Jan	YTD	AVG	MISSED TRIPS
201/J	6.20	49.88	7.13	0
202/K	9.47	77.45	11.06	19
203/M	1.04	7.81	1.12	2
301/A	4.07	33.60	4.80	2
302/G	6.61	54.32	7.76	8
401/Green	8.02	67.01	9.57	6
404/Orange	7.79	71.06	10.15	0
405/Yellow A & B	7.04	56.16	8.02	1
406/Red	7.12	55.43	7.92	35
407/Brown	9.84	78.04	11.15	6
408/Gold	3.97	33.84	4.83	40
409/Purple	6.80	53.73	7.68	4
501/Silver	16.08	129.50	18.50	2
502/B	7.66	62.79	8.97	5
503/E	8.82	76.13	10.88	7

Operate a Safe Transit System-Jan 17				
Accidents (Per 100k)	FY17 (YTD)	FY16 (YTD)	Change	Target
Fixed Route	0.43	0.26	68%	-
Meet and Exceed Customer Expectations				
Complts(Per/10k)	FY17 (YTD)	FY16 (YTD)	Change	Target
Fixed Route	5.64	3.08	83%	4.41
Operate an Effective Transit System				
Overall Ridership	FY17 (YTD)	FY16 (YTD)	Change	Target
Fixed Route	785,071	862,460	-9%	
(A*) Paratransit Program	48,193	44,614	8%	
Passengers Per Day	Jan-17	Jan-16	Change	Target
Weekday	3,683	3,460	6%	5,000
Saturday	2,101	1,648	27%	2,500
Sunday	804	1,221	-34%	800
Passengers Per Hour	Jan-17	Jan-16	Change	Target
Fixed Route	7.13	7.86	-9%	11
(A*) Paratransit Program	1.82	1.63	12%	1.65

	Jan	FY17.YTD	AVG
<b>RTA SYSTEM RIDES TOTAL</b>	<b>95,889.0</b>	<b>785,071.0</b>	<b>112,153.0</b>
Collisions			
Preventable	0.0	7.0	1.8
non-Preventable	2.0	16.0	2.3
Per 100K	0.0	2.6	0.6
Total	2.0	23.0	3.3
Pass Accidents			
Preventable	0.0	0.0	0.0
non-Preventable	0.0	4.0	1.3
Per 100K	0.8	6.0	0.9
Total	0.0	4.0	1.3
Workers Comp Claims			
Claims	1.0	7.0	1.4
per 1K employees	5.8	42.6	8.5
Days Lost	0.0	0.0	0.0
per 1K employees	5.8	42.6	8.5
<b>Monthly Miles</b>	<b>256,395.0</b>	<b>1,860,839.0</b>	<b>265,834.1</b>

(A\*) Mobility performed and verified trips in RouteMatch

	JUL	AUG	SEP	OCT	NOV	DEC	JAN
Missed Trips	216	108	136	129	93	102	143
Average		162	153	147	136	131	132
Missed Hours	163	126	136	149	180	165	165
Missed Hours Average	98.60%	98.66%	98.56%	98.59%	98.54%	98.62%	98.60%
Ydt Hours Average		98.79%	98.79%	98.77%	98.70%	98.68%	98.67%
Missed Miles	1,514	1,465	1,506	1,700	1,217	1,510	2,007
Missed Miles Average	99.08%	99.18%	99.09%	99.00%	99.26%	99.09%	98.83%
Ydt Hours Average		99.13%	99.12%	99.09%	99.12%	99.11%	99.07%
Total Road Calls	82	90	89	68	72	73	71
Ave Total per day	2.65	2.90	3.00	2.27	2.48	2.52	2.37
Average Miles BTW	4,075	3,120	3,258	4,020	3,892	3,824	3,885

<b>Funding Source</b>	<b>Trips</b>	<b>Rev. Hrs.</b>	<b>Trips Per Rev. Hrs.</b>	<b>Trips Denials</b>	<b>Late pickups: + 15 minutes</b>	<b>On-Time Performance</b>	<b>% Trips</b>
<b>ADA Prince George's County</b>	217	55.41	1.88	0	2	97.70%	1.53%
<b>ADA Anne Arundel M route</b>	18	10.39	1.73	0	0	100%	0.32%
<b>ADA Anne Arundel</b>	104	129.07	1.68	0	14	93.10%	3.55%
<b>ADA &amp; GPT Howard County</b>	5,370	3,378	1.59	0	225	95.33%	94.60%
<b>Taxi Total Performed Trips</b>	973	430	2.26	0			
<b>Totals</b>	6,682	4,002.87	1.82	0	273	93.95%	100.00%