



PUBLIC TRANSPORTATION BOARD

April 25, 2017

7:00 p.m.

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

AGENDA

1. Approval of the March 28, 2017 Minutes
2. Announcements
3. Public Comment
4. Old Business
 - Role of the Public Transportation Board- bike/ped committee
 - Transit Development Plan – Public and Stakeholder Input Technical Memorandum
 - Regional Transportation Agency/ Commission
 - RTA update
 - Priority Letter
5. New Business
 - Bus stop changes; public input
 - Bikeshare update
6. Adjournment

Future PTB Meetings Dates

May 23, 2017	Transit Development Plan – Route changes
June 27, 2017	WalkHoward Pedestrian Plan
July 25, 2017	Transit Development Plan

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



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

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

Staff: Clive Graham, Executive Secretary
John Ainsley, Recording Secretary

1. **Approval of the February 28, 2017 Minutes**

The Minutes were approved by a vote of 6-0.

2. **Announcements**

Clive noted that Mr. Brian Dillard was in attendance at tonight's Public Transportation Board meeting. Mr. Dillard is a candidate for the vacant PTB board position and the County Council is scheduled approve his appointment at their meeting on Monday, April 3, 2017. The board said they look forward to working with Mr. Dillard.

3. **Public Comments**

There were no public comments.

4. **Old Business**

Regional Transportation Agency Bus Replacement (Update)

Clive provided an update of future bus replacements in Howard County. These included:

- Electric buses- (two of three have arrived) currently BYD is working on a mechanical issue involving the buses' battery cells. It is projected that the buses will be in service in June 2017
- The County Council voted on 3/6/17 and approved the lease to purchase of seven new buses. Anticipated delivery- November/December 2017

- Future request for additional buses - OoT is asking the County Executive to recommend funding for Howard County's share of an additional ten buses in FY2018. If approved, the anticipated delivery will be in 2018

Role of the Public Transportation Board- bike/ped committee

Clive reminded the PTB that the County Administration had prefiled the legislation with the County Council. He reported the Council held a work session on March 27 and some members wanted to make amendments. County Administration was currently in the process of drafting amendments. Councilperson Jen Terrasa was concerned the legislation would weaken the PTB's focus on transit. It is anticipated the Council will vote on the new legislation on April 3, 2017.

Regarding letters of support, the PTB members submitted their comments regarding the draft legislation by March 7 as agreed to at the February 28 meeting. In response, the PTB sent a letter to Council Chair Mr. Weinstein on March 13. The letter supported the legislation with one recommended change to the sixth responsibility of the Administrator in Section 6.408. The PTB requested that the Council change the language of overseeing the work of and provided technical and administrative support to the PTB, to be changed to facilitate the board's activities and to seek the board's input and recommendations regarding transportation.

Regional Transportation Agency Commission (Update)

Clive advised that there is still not an official seated commission at this time. The question of partners' funding has been the main focus at the meetings. At the meeting earlier that afternoon (March 28) the partners suggested an interim three month Memorandum of Understanding (MOU) until a final one could be signed. Conversation also included the FY2018 budget approval cycles, and potential cuts in service if partner jurisdictions do not provide funding. If a Commission is not seated *and* a major service change is needed, the current county policy would require the Howard County PTB to be responsible to hold the public hearing regarding the matter.

Transit Development Plan – TDP (Update)

Clive advised that the outreach portion of the TDP has received a large amount of input from the public. This data needs to be analyzed and summarized by the contractor (KFH). New routes need to be determined, as well as the cost implications of those potential changes. Clive suggested that Glenn Hoge, who is a planner at the MTA, be invited to a future PTB meeting to share his ideas of possible future changes to the routes.

5. New Business

Regional Transportation Agency (Update)

Mark Pritchard presented an overview of the Performance of the Regional Transportation Agency and is summarized as follows:

- Upward trend in ridership in January 2017
- 2% increase in passengers per day
- Fewer road calls in February 2017

He noted that the fleet is old and it is anticipated that these statistics should improve as new buses are received (fewer road calls) and it is likely that ridership will also increase. Mark also advised that eight new paratransit vehicles will be arriving in the near future.

Priority Letter (Update)

Clive presented a draft of the Priority Letter that will be forwarded to the Maryland Department of Transportation (MDOT) in April 2017. The Priority Letter expresses Howard County's requests for state projects, assistance and support in the county. The letter publicly expresses to MDOT local priorities for major capital projects so those needs can be included in state decision-making. The County Executive has viewed the draft, but has not yet signed the letter to be forwarded to MDOT.

Clive suggested the PTB forward their comments together for consideration by the Executive. Ron requested that members forward their comments to him so he may draft a PTB letter to the County Executive.

Patuxent Woods Drive Bus Stop


Clive advised that there was a request to add a bus on the 503/E Route which would serve several nonprofit agencies that are moving to a complex on Patuxent Woods Drive. This request would affect the headways and time schedule on an already long route. It was determined that this stop might be added to the route, if the stops at the Broken Land Park and Ride and on Harvest Way/Pilgrim Avenue were discontinued resulting in no net time increase. The existing stop at the Park and Ride utilized very little and only a few riders would be effected. The positive side is that the new stop would service many riders going to the services at the nonprofit complex.

Ron and Jason expressed concern that that the County not continue to add stops that deviate from the main service route. Clive said that Kathleen Donodeo had sent an email to the PTB regarding this request. Clive advised that this service change came up at the County Council work session the previous day. At the session Councilwoman Jen Terrasa envisioned that there should be a public hearing on any bus stop change. Jason said that there should be public notice given for minor route changes, but not a public hearing for all

minor changes. Clive recommended that this be an agenda item at next month's PTB meeting so the OoT can get back to Councilwoman Terrasa with the PTB board consensus of opinion. The board agrees that there should be more conversation on this topic and to include it at next month's meeting.


6. Adjournment

Mr. Hartman adjourned the meeting at 8:40 pm. The next Public Transportation Board meeting is scheduled for **April 25, 2017 at 7:00 pm.**



Clive Graham
Executive Secretary

4/1/17
Date



John Ainsley
Recording Secretary

4/1/17
Date

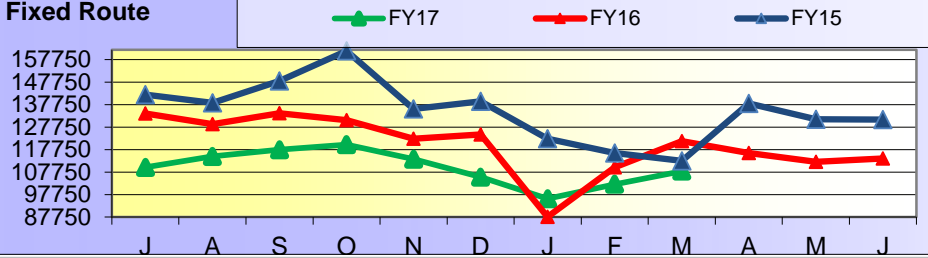


FY17 Executive Summary

For One Month Period Ending 3/31/2017

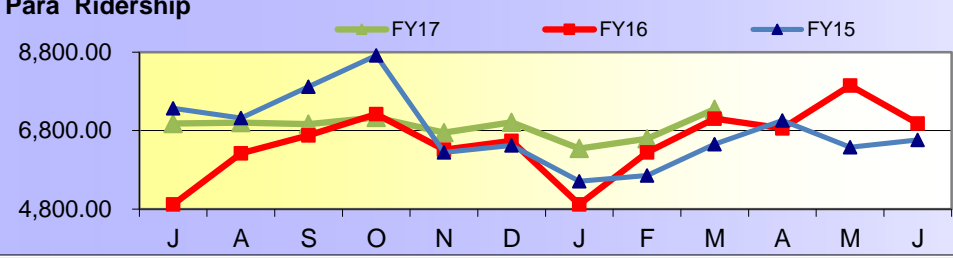


Fixed Route



March ridership was: 108,148 Compared to last two prior years AVERAGE ridership of: 117,068 Net Ridership: -10.9%

Para Ridership



March ridership was: 7,349 Compared to last two prior years AVERAGE ridership of: 6,779 Net Ridership: 03.5%

AVE Daily Ridership	Mar	AVG	MISSED TRIPS
201/J	6.46	7.11	5.00
202/K	9.08	10.84	7.00
203/M	1.04	1.12	1.00
301/A	4.51	4.73	0.00
302/G	6.67	7.60	5.75
401/Green	9.27	9.51	8.00
404/Orange	9.91	10.20	2.75
405/Yellow A & B	7.83	8.00	1.00
406/Red	7.84	8.00	33.00
407/Brown	11.07	11.18	7.50
408/Gold	3.94	4.72	51.25
409/Purple	6.95	7.65	13.00
501/Silver	15.83	17.31	9.35
502/B	7.67	9.03	3.70
503/E	10.28	10.57	7.25
	7.89	8.50	155.55
		Compl. Trip	98.81%

Operate a Safe Transit System-MAR 17				
Accidents (Per 100k)	FY17 (YTD)	FY16 (YTD)	Change	Target
Fixed Route	10.00	6.00	67%	-
Meet and Exceed Customer Expectations				
Complts(Per/10k)	FY17 (YTD)	FY16 (YTD)	Change	Target
Fixed Route	52.00	54.00	-4%	4.41
Operate an Effective Transit System				
Overall Ridership	FY17 (YTD)	FY16 (YTD)	Change	Target
Fixed Route	995,508	1,093,694	-9%	
(A*) Paratransit Program	62,133	56,161	11%	
Passengers Per Day				
	Mar-17	Mar-16	Change	Target
Weekday	4,345	4,902	-11%	5,000
Saturday	2,492	2,657	-6%	2,500
Sunday	758	827	-8%	800
Passengers Per Hour				
	Mar-17	Mar-16	Change	Target
Fixed Route	8.23	8.97	-8%	11
(A*) Paratransit Program	1.62	1.58	3%	1.65

(A*) Mobility performed and verified trips in RouteMatch

	Jul	Aug	Sept	Oct	NOV	DEC	Jan	FEB	Mar	FY17.YTD	AVG
RTA SYSTEM RIDES TOTAL	114,175	114,677	117,613	123,851	113,437	105,429	95,889	102,289	108,148	995,508	101,315
Missed Trips	216	108	136	129	93	102	143	72	156	1,153	128
Missed Hours	163	126	136	149	180	165	165	93	242	1,419	158
Missed Miles	1,514	1,465	1,506	1,700	1,217	1,510	2,007	833	2,162	13,914	1,546
Total Road Calls	82	90	89	68	72	73	71	48	65	658	73
Workers Comp Claims	1	2	1	0	2	0	1	0	8	15.0	2.5
Monthly Miles	262,130	285,231	267,149	265,288	264,634	260,012	256,395	248,169	269,542	2,378,550.0	264,283.3

Paratransit

Funding Source	Trips	Rev. Hrs.	Trips Per Rev. Hrs.	Trips Denials	Late pickups: + 15 minutes	On-Time Performance	% Trips
ADA Prince George's County	132	112.42	1.17	0	5	96.10%	2.06%
ADA Anne Arundel M route	28	21.61	1.3	0	1	96.40%	0.45%
ADA Anne Arundel	161	120.76	1.33	0	7	96.60%	2.52%
ADA & GPT Howard County	5,958	3,721.16	1.61	0	301	95.96%	94.97%
Taxi Total Performed Trips	1,391	567	2.45	0			
Totals	7,670	4,542.95	1.57	0	273	94.99%	100.00%

Transit Management of Central Maryland, Inc.



Summarized Financial Information for the month ending March 31, 2017

March 31, 2017

Description	Month March 31, 2017	Monthly Budget	Monthly Budget Variance	Actual YTD 7/1/2016 - 03/31/2017	Budget YTD 7/1/2016- 3/31/2017	YTD Budget Variance	FY 2017 Annual Budget
Fare Recovery & Advertising	\$ 137,229	\$ 159,977	\$ (22,748)	\$ 1,234,458	\$ 1,439,795	\$ (205,337)	\$ 1,919,727
Operation Cost	\$ 841,363	\$ 820,516	\$ 20,847	\$ 7,300,287	\$ 7,384,640	\$ (84,353)	\$ 9,846,187
Maintenance Cost	\$ 270,691	\$ 235,273	\$ 35,418	\$ 2,215,202	\$ 2,117,461	\$ 97,741	\$ 2,823,282
General & Administrative Cost	\$ 169,646	\$ 178,742	\$ (9,097)	\$ 1,461,329	\$ 1,608,679	\$ (147,350)	\$ 2,144,905
Total Cost Expended	\$ 1,281,700	\$ 1,234,531	\$ 47,168	\$ 10,976,818	\$ 11,110,780	\$ (133,962)	\$ 14,814,374
Net fare recovery less costs expended	\$ (1,144,471)	\$ (1,074,554)	\$ 69,917	\$ (9,742,360)	\$ (9,670,985)	\$ 71,375	\$ (12,894,647)

1 (f) Develop and submit recommendations to County, State, and regional administrative
2 bodies in planning comprehensive transportation services for Howard County residents;
3 (g) Receive and coordinate [[citizen]] PUBLIC comment and complaints concerning
4 transportation needs and to recommend actions thereon; AND
5 [[(h) Evaluate present transportation services for the purpose of developing a
6 comprehensive transit program for the County, with appropriate linkages to both the
7 Baltimore and Washington areas; and]]

8 H. MAKE RECOMMENDATIONS TO THE OFFICE OF TRANSPORTATION ON ANY PROPOSED
PERMANENT ELIMINATION OR RELOCATION OF A TRANSIT STOP IN HOWARD COUNTY AFTER
PROVIDING NOTICE AND HOLDING AT LEAST ONE PUBLIC MEETING AT WHICH INTERESTED
PERSONS SHALL BE AFFORDED A REASONABLE OPPORTUNITY TO OFFER INPUT INTO THE PROPOSED
CHANGE; HOWEVER, NOTHING IN THE FOREGOING SHALL PRECLUDE THE COUNTY FROM THE
EMERGENCY ELIMINATION OR RELOCATION OF A TRANSIT STOP PRIOR TO THE MEETING, AND

9 [[(i)] (H) FURNISH RECOMMENDATIONS AND PROVIDE INFORMATION TO THE COUNTY
10 EXECUTIVE AND THE COUNTY COUNCIL ON ANY MATTER CONCERNING THE PRESENT AND
11 FUTURE NEEDS OF PUBLIC TRANSPORTATION IN HOWARD COUNTY, INCLUDING PROVIDING
12 ACCESS TO BOTH THE BALTIMORE AND WASHINGTON AREAS THROUGH THE
13 TRANSPORTATION OPTIONS DESCRIBED IN THIS SECTION.

13

14 **Title 16. Planning, Zoning and Subdivisions and Land Development Regulations.**

15 **Subtitle 1. Subdivision and Land Development Regulations.**

16 **Article I. General.**

17

18 **Section 16.108.** Rules of construction; definitions.

19 (b) *Definitions.* As used in these regulations, the following terms shall be defined as
20 follows:

21 (47) Review committee means an advisory group to the Department of
22 Planning and Zoning, organized to coordinate the subdivision and site development plan
23 review process. The group shall include, but not be limited to, representatives of the
24 following agencies:

- 25 (i) Department of Public Works;
- 26 (ii) Health Department;
- 27 (iii) Department of Education;
- 28 (iv) Department of Recreation and Parks;