

Frederick County Bicycle and Pedestrian Advisory Commission

Meeting Minutes

February 1, 2024

6:00 p.m.

Virtual Meeting

Commission Members	Staff	Guest
Shayne Boucher	Joe Kelley, DPP	Pam Burke
Allen Daytner	Mark Mishler, DPP	
Alexander DuFour	Amanda Radcliffe, DPW	
Amanda Kirk		
Adnan Mamoon		
Darius Mark		
Lib Rood		
Barry Salisbury		

Welcome and Meeting Called to Order at 6:07 p.m.

Some members were having technical issues, so the meeting started a bit late. Lib Rood started the meeting prior to the arrival of Shayne Boucher, the Vice Chair. Members and staff introduced themselves. Shayne led the meeting upon his arrival.

Approval of Minutes

The minutes of the January 11, 2024 meeting were approved, with an edit to reflect the correct date.

Staff Updates

Mark Mishler from DPP provided an overview of the bicycle and pedestrian projects that the County is currently working on. The following projects were discussed:

- The Frederick and Pennsylvania Line Shared Use Path (F and P)
- The New Design Side Path
- The five feasibility studies in various corridors of the County
- Additional feasibility studies
- Update of the County's Streets and Roads Manual
- The update of the **2018 Bikeways and Trails Plan**

Mark Mishler and Amanda Radcliff (DPW) provided the following details for each of these projects:

F and P Trail

- There are four segments of the trail, each of which is in a different phase of design.
- Phase 1 is Monocacy Blvd to Fountain Rock Park; Phases 2 and 3 are between Fountain Rock Park and Heritage Park. Phase 4 is between Heritage Park and Glade Road. The design work is taking longer than expected because the funding for the design is through the Federal Transportation Alternatives Program (TAP). There are several requirements associated with receiving these funds and these requirements lengthen the timeline. When using TAP funding it is typically 4-8 years from design to construction.
- The County is still working with the Maryland Department of Transportation – Maryland Transit Administration (MDOT-MTA) on agreements for construction, as this path will be adjacent to an active rail line owned by MTA (the Walkersville Southern Railroad)
- There is \$6 million in construction funds available for the F and P Trail. These funds must be used by 2029.

New Design Side Path

- The County started design work using County funds, examining the NEPA requirements.
- The County has received grant funding for Phase 1 and Phase 2 of design (\$980,000).
- The County is planning to use the SHA contract to hire a firm for Phase 1 and will solicit bids for Phase 2.

Feasibility Studies

The County is working on trail feasibility studies in the following corridors:

- **Middletown – Myersville** – There is a preferred alignment. There is some opposition from landowners. The County is working with the Catoctin Land Trust to help move the project forward. A report for this corridor is available.

- **Urbana-Frederick** – The preferred alternative is along Route 355. The report is still a draft.
- **Frederick – New Market – Mount Airy** – The study is underway. There is support from the Town of New Market.
- **Thurmont – Woodsboro** – The study is underway.
- **Mount St. Mary's to Emmitsburg** – The study is underway.

The County also has funding for additional feasibility studies for shorter connections, such as those to connect a neighborhood to an existing trail (such as Ballenger Creek).

DPP will also be working on an update to the Streets and Roads Manual and an update to the Bikeways and Trails Plan. The Committee will be involved with the Bikeways and Trails Plan update.

Here are links to these projects:

[Frederick & Pennsylvania Rail With Trail Project Map](#)

[Frederick & Pennsylvania Rail With Trail 65 Percent Plan](#)

[New Design Road Sidepath-English Muffin Way to C&O Canal Towpath Map](#)

[New Design Road Sidepath-English Muffin Way to C&O Canal Towpath 30 Percent Plan](#)

[Myersville to Middleton Trail Feasibility Study](#)

And the current Bikeways and Trails Plan:

[Frederick County Bikeways & Trail Plan-2018](#)

Related Discussion: Mark Mishler indicated that going forward the County will use County funds for design to facilitate a shorter timetable from plan to construction.

Election of Chair

A chair was elected at the January meeting; however, he has since resigned from the Committee. Darius Mark nominated Shayne Boucher to be the Chair of the Committee. Lib Rood seconded the nomination. The vote for Shayne was unanimous. Since Shayne was previously the Vice-Chair, nominations were opened for a Vice-Chair. Alex Dufour nominated Darius Mark to be the Vice-Chair. Barry Salisbury seconded the nomination. The vote for Darius to serve as Vice-Chair was unanimous.

Related Discussion: The County will advertise the open seat on the Commission to fulfill Tim Brady's open position. It may take up to 90 days until there is a new member.

Special Committees

There was a discussion concerning the need for special committees to conduct more in-depth research into various topics for the full committee. Potential committees include agenda/calendar, safety/education, and CIP. No action was taken.

Committee Member Announcements

Barry had three requests for consideration:

- 1) Could staff prepare a chart of all the projects we are working on and provide monthly status updates? The chart would include a map and progress report.
- 2) Could the committee receive project updates prior to each meeting so that committee members have time to digest the material and formulate questions?
- 3) Can the committee have hybrid meetings (in-person and virtual)?
 - Staff indicated that this is not currently possible due to staffing constraints.

The Division of Planning and Permitting (DPP) will hold an open house on February 8th from 5 to 7 p.m. at the Prospect Center.

Shayne announced that Bike Maryland will hold its annual symposium in Annapolis on Feb 15th.

Public Comment

There were no public comments.

Meeting was adjourned at 7:30 p.m.