

**Transportation Services Advisory Council**  
**Minutes of January 17, 2020 Meeting**  
**TransIT Services**

**Members/Ex-Officio Present:** Mike Levensgood, Tim Davis, Jaime McKay, Amy Crehan, Alan Feinberg, Councilman Steve McKay, Alderman Kelly Russell, David Edmondson, Sharon Suarez, Fred Punturiero, and Nancy Norris.

**Staff and Guests:** Kandese Holford, Roman Steichen, Carrie Anderson-Watters, Kendall Tiffany, and Sandy Ruark.

**Call to Order:** Mike Levensgood called the meeting to order at 8:10 a.m.

**Introductions:** Attendees introduced themselves to the group.

**Approval of Minutes:** The minutes from the October meeting were approved as presented.

**Elected Officials Report:** Alderman Russell reported that the Transportation Planning Board (TPB) approved the agreement for the Rails with Trails project. Alderman Kelly also reported that she is the chairperson of the Transportation Planning Board this year.

Alderman Russell reported that the City of Frederick approved the zoning of the Fredericktowne Mall as a general commercial site and they can now begin development.

Councilman Steve McKay reported that there is a priority listed in the Frederick County draft Transportation Priorities letter for sidewalk improvements in Libertytown between MD 75 and the Libertytown Community Park. Councilman McKay stated that the Libertytown community has become very organized and vocal over its sidewalk and traffic patterns; and he is hopeful that this priority will receive the necessary support to remedy these conditions.

Councilman McKay stated that he and Amy Crehan serve on the Commission on Disabilities. In that capacity, over the past year, the demand to address the needs of individuals with sight and hearing impairments has surfaced, particularly as they relate to traffic intersections. Two ideas have emerged from discussions:

- Emergency vehicles to activate a strobe light at intersections.
- To install a buzzer/vibrating warning button for pedestrians with both impairments that would indicate if it is safe to cross an intersection.

Councilman McKay asked if anyone has information on vendors or funding opportunities for these type of projects to forward the information to him.

Councilman McKay stated that, in the future, he would like to meet with other City of Frederick officials in an effort to conduct a pilot project of this type.

**Old Business:** None.

## **New Business:**

**MDOT Priority Letter:** Ron Burns presented the draft 2020 Frederick County Transportation Priorities Letter. Ron reviewed the letter by each project group and requested that TSAC support the letter or support the letter with changes. A motion for TSAC to support the letter was approved.

The draft MDOT priority letter can be viewed at:  
<https://www.frederickcountymd.gov/8053/Prioritization>.

**Transit Planning 4 All:** Jaime McKay presented a slideshow of a project that was conducted to research the transit experience from a customer's perspective. Over 300 adults and people with disabilities were included. Noted Improvements needed:

- Place signs at a variety of height levels
- Reduce the distance between signs and customers
- Use colors to improve visibility
- Present visual icons and text in a large size
- Provide visual cues for orientation

Next steps on the project will be hosting another workshop with new prototypes, creating braille flipbooks, and including the deaf community on the steering committee.

**Planning Commission Update:** Sharon Suarez reported that Livable Frederick has been adopted and the County is in the preparation stage of developing the first set of small area plans. Staff is working on gathering information for the Planning Commission. Sharon will keep TSAC apprised of progress.

**Maryland Transit Administration (MTA) Update:** Jaime McKay reported that the Maryland Highway Safety Office has two types of grants available – one for law enforcement and one for State and local governments, higher education, and non-profits. The grant addresses pedestrian and bicycle safety and distracted/impaired driving safety, etc. and is due in March.

Jaime reported that FTA Acting Secretary James Williams, announced the pending release of Accelerating Innovative Mobility Challenge grants, up to 11 million dollars, to address mobility issues. Notice of funding opportunity will be issued shortly.

Jaime also reported that the Inclusive Design Challenge by the U.S. Department of Transportation (USDOT) that seeks to address challenges of accessibility for people with disabilities on connected and autonomous vehicles has been issued and the RFI responses are due Jan 31, 2020.

Jaime reported that she has been designated to manage \$1 million in funds from The Statewide Transit Innovation Grant. These funds are intended to improve access to transportation, enhance technology, and training.

MDOT will be hosting a webinar, possibly the last week in February, on grant opportunities.

**SHA Update:** Kandese reported on SHA recent staffing changes, including Matt Baker named Chief of Regional Planning.

Kandese reported that SHA's final CTP is on line and she reviewed a few of the major Frederick County projects:

- US 40 Urban Reconstruction – Scheduled completion June 2020.
- MD 140 at Flat Run Bridge Replacement – Scheduled completion summer 2020.
- MD 454 Bridge Replacement over Catoctin Creek – Scheduled completion summer 2020.
- US 15 Planning Study - 30% design completion; project advancing.
- Auxiliary Lane at MD26 at Motter Avenue – Construction to begin spring 2020.
- MD 340 at MD 180 Bridge - Completion summer 2020.

**FCPS Update:** Fred reported that the timeline to receive funding from the Volkswagen settlements to purchase propane and electric school buses was extended another school year. FCPS is currently working with the State on its electric infrastructure and will be applying for more funding from the Maryland Department of Environment this spring.

Fred reported that FCPS will begin work shortly on the new school bus routes as a result of the Linganore/Oakdale redistricting.

Fred reported that the school bus driver shortage continues but FCPS is continuing to hold training classes with seven vacancies left to fill to date. FCPS will begin digital advertising for school bus drivers through Facebook and Instagram for one to two months.

**Ft. Detrick Update:** Representative not appointed; no report.

**MML Update:** Councilman Ripley not present; no report.

**TransIT Update:** Roman Steichen reported that TransIT's Safety Management Plan has been reviewed and accepted by the Office of Local Transit Support at MTA. The plan will be submitted to the County Executive and County Council for approval with TransIT's Annual Transportation Plan (ATP).

Roman reported that TransIT has prepared a solicitation for local contractors to submit pricing for the installation of one bus shelter in an effort to get the project underway since only one bid was received in response to the formal IFB.

Roman stated that the IFB for TransIT's facility expansion has been released. The Pre-Bid Meeting is scheduled for January 23<sup>rd</sup> and the bid opening on February 20<sup>th</sup>. TransIT anticipates having a contractor on board by early March with groundbreaking in April.

Roman reported that TransIT's new electric bus should be in service next week. Currently, a dispatcher is conducting range testing, etc.

Nancy Norris stated that the Transportation Development Plan (TDP), conducted every five years through MTA funding and a consultant, will begin in late spring 2020. TransIT is requesting that

the consultant do a re-imagining of our needs due to new development rather than “tweaking” existing conditions. In the past, a TSAC committee was formed to provide input to the consultant and that may happen again this year.

Nancy reported that this is her last TSAC Meeting as she is retiring February 28, 2020. She stated she appreciated everyone’s input over the years and has enjoyed working together.

Kendall Tiffany added that May 15th is Bike 2 Work Day. Kendall stated that Brunswick Main Street is now an official pit stop in Frederick County. If other municipalities in the County are interested in becoming a stop, they have to officially become a pit stop by calendar year end and attend training at COG.

Next Meeting: The next TSAC Meeting will be April 17, 2020 at 8:00 a.m. in the 1<sup>st</sup> Floor Training Room, Bourne Building, 355 Montevue Lane, Frederick, MD 21702.

**Adjourn** - The meeting adjourned at 9:40 a.m.

Respectfully submitted by,

A handwritten signature in cursive script that reads "Sandra T. Ruark".

Sandra T. Ruark  
Coordinator