



## HOWARD COUNTY OFFICE OF TRANSPORTATION

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### TRANSIT AND PEDESTRIAN ADVISORY GROUP MINUTES

October 25, 2017 3:00 p.m.

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**Members Present:** Astamay Curtis  
Phil Dulaney  
Adam Eldridge  
Jackie Eng  
Marlene Hendler  
Bob McLaughlin  
David Ramsey  
Jen Terrasa  
Marian Vessels  
Paul Walsky  
Hanna Witkin

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

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#### 1. **Opening Comments** (minute 01<sup>1</sup>)

##### **Introductions** (minute 01)

Clive Graham, Administrator of the Office of Transportation (OoT), opened the meeting introduced the office staff to the members. The group members introduced themselves and gave a brief background of their experience and interests.

##### **Council Bill 20-2017** (minute 17)

Clive reminded the members that the Transit and Pedestrian Advisory Group (TPAG) had been formed because of the recent passing of County Council Bill 20-2017 that required two advisory groups to be formed to advise the OoT. Clive walked members through the bill's provisions and answered questions.

#### 2. **Public Comments** (minute 25)

There were no public comments.

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<sup>1</sup> Minute references are to the meeting audio recording; see link on the Transportation and Pedestrian Advisory Group page of the Office of Transportation webpage.

### 3. **New Business** (minute 26)

#### **Bylaws** (minute 26)

Clive presented a draft of bylaws for the TPAG to be reviewed and amended for adoption. There was discussion regarding several bylaw provisions that resulted in recommended changes.

After discussion, the group decided that the vote to adopt the bylaws should be deferred to the next TPAG meeting. Clive said he would forward the draft revisions to the group prior to that meeting for review.

#### **Election of Officers** (minute 62)

Clive said the TPAG will need to elect a Chair and Vice Chair once the bylaws have been adopted. Clive requested that any member that may be interested in chairing the group to please let him know prior to the next meeting.

#### **Office of Transportation** (minute 63)

Clive gave an overview of the OoT duties and current projects which included the following;

- Composition of the Office
- Key projects and work plans
- Transit Development Plan
- Upgrade of public transit fleet
- Complete Streets Plan
- Walk Howard Pedestrian Plan
- Upgrade of Pedestrian Bridge over US 29

#### **Member Interests** (minute 83)

Clive asked the TPAG members their thoughts and interests for inclusion at future TPAG meetings.

- Jen Terrasa stated that one of the main purposes of having separate advisory groups was to be able to comment on the focus of that particular groups view (BAG or TPAG) regarding future county transportation master plans.
- Another suggestion is that groups can view master plans for discussion and input while the plan is in earlier stages, prior to it being a finalized plan that is going before the council.
- It was also suggested that the TPAG communicate and interface with the Multimodal Transportation Board.

#### **Future meetings** (minute 91)

Clive reminded the TPAG that it must meet at least four times a year, of which two meetings would be a joint meeting with the Bicycle Advisory Group (BAG). Clive advised the BAG is planning to have meetings in January, March, June and September. The TPAG agreed to hold joint meetings with the BAG at the March and September meetings. The groups could hold joint a joint meeting and, if warranted, separate to hold their own meetings.

After discussion, the Group agreed to continue to generally hold meetings the 4<sup>th</sup> Wednesday of the month at 3 p.m.

The TPAG decided to hold a special meeting to review the draft Transit Development Plan. Clive said he hoped to send out a link to the Plan before Thanksgiving. The special meeting will be held on November 29, 2017. The next regular quarterly meeting will be held in January 2018.

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4. **Adjournment** (minute 108)

Mr. Graham adjourned the meeting at 4:55 pm. The next Transportation and Pedestrian Advisory Group meeting is scheduled for **November 29, 2017 at 3:00 pm.**

*Clive Graham*

Clive Graham  
Executive Secretary

11/8/17

Date

*John Ainsley*

John Ainsley  
Recording Secretary

11/8/17

Date