



MINUTES

Joint Meeting of the Central Maryland Transportation & Mobility Commission and the Central Maryland Transportation & Mobility Consortium

August 28, 2018

Allen Cornell called the meeting to order at 1:05pm. Present were:

Commissioner Members:

Allen Cornell, Chair
John Spencer
Judith Davis
Michael Dyer
Robert Love

Staff:

Cristin Tolen, RTA
Andrew Johnson, RTA
Stephanie Dittman, RTA
Susan Poole, RTA
Suzanne Brown, RTA
Victor Jimenez, RTA
Kevin Randall, RTA
Elaine Evans, RTA
Nathan Grace, City of Laurel
Clive Graham, Howard County
Jason Quan, Howard County
Jai Saunders, Howard County
Allison Calkins, Howard County
Ron Crites, Prince George's County
Ramond Robinson, Anne Arundel County

Commissioners Not Present:

Ron Dillon, Vice Chair
Earl Armiger

1. Approval of the July 24, 2018 Joint Meeting of the Central Maryland Transportation & Mobility Commission and the Central Maryland Transportation & Mobility Consortium Meeting Minutes. (1:30)¹

The July 24, 2018 meeting minutes were approved.

¹ Minute references are to the meeting audio recording; see link on the TransitRTA.com/CMTMC website.

2. General Manager Report (2:00)

Cristin Tolen presented the July general manager (GM) report.

Outreach and communication materials provided to educate the drivers and riders for the July 1st fare media changes, resulted in a smooth transition. The drivers continue to appreciate the ease of one regional fare policy.

Hot summer temperatures caused 73 maintenance calls affecting services provided to the system routes. Six new buses will arrive by the end of October and begin to provide system service in November.

Efforts continue testing routes for enhancements and service expansions proposed for the Transit Development Plan (TDP) implementation. Discussions and public hearing to follow in November/December, with anticipated route enhancements beginning April 1, 2019.

Route 504 will divert one bus to loop inside the base on Fort Meade as an internal shuttle providing transportation to the Odenton MARC station, beginning September 24th. Fare collection for this loop will begin on October 15th. RTA drivers will be required to obtain a Fort Meade badge for access to the base. The bus will stop outside the gate, at the visitor center, where anyone without badge access credentials must exit the bus. After completion of the on-base loop, any riders left at the visitor station will board the bus to continue service to the Odenton MARC station. Three buses will continue to provide regular service for Route 504.

J Davis asked if we have noticed a decrease in mobility rides, which are now accessing the free ride fixed route service. More information will be available after the first quarter.

3. FY 2018 Budget Close Out (21:40)

Suzanne Brown provided FY 2018 close out information.

Allan Cornell has requested distribution of the operations facility repairs and maintenance summary to all commissioners.

Clive Graham discussed the FY 20 budget timetable. He said each county needs to project their service needs so their RTA budget can meet their internal jurisdiction budget timetable. Beginning in September a timeline will be created for anticipated changes in service. The goal is to provide a good working FY20 budget by November 2018.

4. Transit Development Plan/Implementation Update (38.02)

Ramond Robinson and Clive Graham provided updates on their TDPs and the implementation plans.

Jason reported that testing of the routes continues for Phase 1 of the Howard County TDP implementation. After the public hearing and comment period in the fall 2018, information will be made public in late winter, early spring for the changes to take effect in April 2019.

Clive Graham said that the public hearing will be held by the Commission. The date for the meeting will need to be decided at the September Commission meeting.

Ramond Robinson will be taking Anne Arundel County's proposed TDP to Council in September/October for adoption. Several TDP changes have already occurred to the 203 and 504 routes. Anne Arundel County is looking to increase internal service, affecting the 502 route currently shared with Prince George's County, connecting to Laurel Mall. For FY 20 Anne Arundel County intends to internally run route 201, currently provided by RTA.

J Davis questioned attempts to reconcile the FY19 budget and if budget reductions in routes for RTA are included in the budget. Ramond commented that Anne Arundel County will reduce its funding to the RTA's budget in order to run their own internal transit service. The 502 and 501 routes will continue as regional routes with RTA, however effective July 2019, Route 201 will be run by Anne Arundel County. Cristin will include the changes in service in the FY20 budget.

Ron Crites reported that Prince George's County TDP draft is with their County Executive. He said that for now no service changes should be proposed for FY 20.

John Spencer requested that the member contributions be provided monthly, due to the adopted budget less than anticipated revenue stream.

5. Old Fare Media Acceptance Beyond September 30th (46:00)

A request was made by a patron to extend the final acceptance date beyond September 30th for fare media purchased prior to July 1st, since their purchase would have zero value.

Cristin described the extensive outreach plan that was provided to the public prior to the July 1st fare changes going into effect. Communication documents clearly stated the expiration date of September 30th for any fare media purchased prior to July 1st. Inventory of old fare media was reconciled and successfully completed. New fare policy and pricing sheets were posted in all buses, community centers and point of sale locations. Cristin stated the RTA had gone above and beyond to meet the needs of everyone to make the transition to the July 1st fare media as easy as possible.

After discussion the Commission recommended keeping the expiration date for accepting old fare media at September 30th. The RTA should handle requests for exchange of old fare media for current fare media during the month of October on an individual case-by-case basis. After October 31st no additional exceptions or extensions will be granted for fare media purchased prior to July 1st, 2018. A reminder would be posted on the website and also at the Senior Centers to remind riders that old fare media expires on September 30th.

6. Riders' Advisory Council (59:20)

Clive Graham provided updates for the Riders' Advisory Council (RAC) and the upcoming September 6th meeting.

Although Sue Poole put out a strong campaign to solicit interest in joining the council, only Howard County has current representation on the RAC. Clive suggested if only Howard County is represented at the RAC, a decision will need to be made on which model to continue the purpose of the committee. Ramond Robinson said he has been seeking county residents that are not riders that have an interest in transportation and reside within the county to join the committee.

7. Fleet Update (1:05:16)

Kevin Randall and Clive Graham provided an update on the service fleet.

Six new buses are in production with an estimated in service date of fall 2018. Kevin will confirm with the manufacturer for a definitive timeframe for delivery and acceptance of the new buses.

Over 40 "junk" buses have removed from the operations facility and Thermal King rental space, generating revenue received from Howard County auction and scrap metal, which comes back to RTA as revenue. Three buses currently out of service are awaiting approval from Howard County to ask MTA to allow for disposal.

The current service fleet includes 40 buses, of which 8 are 2002 models. Upon replacement of the eight 2002 Gilligs, the 2008 Gillig buses will require replacement in 2020. The six new buses scheduled to arrive in September will increase the spare bus inventory.

Cristin stressed the importance of a bus replacement plan, where an older bus is retired as a new bus arrives. Currently buses are taken out of service and then a new bus is later added to the fleet.

Kevin commented that five 2014 paratransit vehicles provided by MTA were being used on fixed route service and have already logged 200,000 miles. The need for a total of 13 new vehicles is forecasted by 2020. The current cost for a 32 foot bus is \$370,000.

8. Fare Recovery Data (1:11:00)

Clive Graham presented the fare recovery data information provided by the National Transit Database (NTD). The information presented was for Howard County with Arundel County and Prince George's County reporting separately.

Clive noted on the fixed route versus paratransit the dollar numbers in the NTD are incorrect, as they were reported before last fiscal year's RTA allocation correction.

Discussion ensued on the collection of data (expenses and revenue) by jurisdiction and the average cost to run the service, per rider.

9. Other Business (1:28:50)

Ramond Robinson expressed compliments for RTA staff assistance working with Anne Arundel County for the ease of transitioning Route 202 to be serviced within Anne Arundel County effective July 1st.

Allan Cornell commended the RTA staff with their continued professionalism which reflects well on everyone.

10. Adjournment

Future Meeting Dates:

Next Commission Meeting – Tuesday, September 25th, 1:00PM, RTA Administrative Offices

RAC Meeting – September 6th, 6:00PM, RTA Administrative Offices

The meeting was adjourned at 2:35pm.

Acronyms

AAC	Anne Arundel County
GM	General Manager
NTD	National Transit Database
PGC	Prince George’s County
RTA	Regional Transportation Agency
RAC	Riders’ Advisory Council
TDP	Transit Development Plan