

**Minutes**  
**Transportation Research Board**  
**Public Transportation Planning and Development Committee Meeting**  
**Committee AP025 (formerly A1E02)**  
**January 11, 2005**

1. The meeting was called to order at 8:10 a.m. by Chairman David Miller. Members and friends introduced themselves. Francis Cheung, Fouad Farid, and Shirley Hsiao sent regrets that they could not attend.
2. The minutes of last year's meeting and the summer meeting were approved (moved by Bickel, Emerson seconded). Notes for the summer meeting were also distributed.
3. TRB Activities: Pat McLaughlin gave a certificate to Dave Miller in appreciation of his work as TRB committee chair.

Peter Shaw: TRB is at capacity and it has been another successful meeting. There will be a summer meeting of the planning committees in Boston July 10-13. About 40% of the papers are now being presented at poster sessions. There is a transit reception at 6:00 this evening at the poster section area.



4. Last Year's Activities:

The committee submitted two topics to TCRP: Parking policies and environmental justice. Neither was accepted. Because of funding limits, only five projects were selected by TCRP. None were policy or planning related topics.

TCRP has become very competitive, with a huge number of topics. Members were encouraged to submit topics again. The committee should seek to get better liaison with APTA and FTA to get more input into the project selection process. Pat McLaughlin will see if a member of this committee could be on the screening committee for TCRP projects.

Some suggestions for future topics:

- Tie projects to the APTA strategic research plan and to FTA goals
- Make sure that projects don't appear to be the same as previous projects.
- Clever titles are helpful.
- Everyone is encouraged to send statements to the committee chair.

Paper Reviews: The committee had 23 papers. Eight were presented in sessions, three as poster sessions, and the committee co-sponsored two other sessions. Committee members were thanked for their help in reviews.

Liaison with other committees: A list is available of the joint membership of other committees. There is extensive overlap.



Time should be allocated at the annual meeting in the future for reporting on liaison with other committees. This may be a way to find more places for papers. Pat McLaughlin will help coordinate activities between committees.

Security Workshop: Jim Gillespie attended the workshop organized by TRB in June. Suggestions for TRB activities were made at the meeting. It had very broad covered in different modes (freight, maritime) with lots of security people at the meeting.

5. Reports on Work in Progress:

Transit at the Table. Effie Stallsmith, FTA. [A new document has been prepared by FTA and was distributed to those present.](#) The goal was to encourage transit operators to fully participate in the regional planning process and to get greater benefits for the process. A self-assessment checklist is included, and transit operators should be proactive and persistent to get full consideration of transit and multimodal centers. Also, take financial planning seriously and advocate the use of flex-funding, participate actively in TIP development. AMPO, NARC, and APTA will be used to get the word out about this project. The TRB e-newsletter can be also used to disseminate the report and more web page links.



Another FTA project is dealing with flex funding. There is not a lot of flex funding being done in most areas. It occurs as either flexing or as direct use of FHWA funds for transit elements. The trend is towards regional preprogramming of funds. They are looking for feedback and comments on how the process works. Elected officials and citizens have limited knowledge of how flex funding can be used. The report should be read in a couple of months.

Systems Planning Guidance Case Study, Darin Allen, FTA. This deals with major capital projects and the role of the FTA. It involves the development of non-regulatory guidance, with case studies to illustrate effective practice. This Guidance speaks to the preparatory work in metropolitan planning that has been shown to be most influential to the quality and credibility of transit project proposals that emerge from that process. The Guidance is focused on how the metro planning process can lay a strong foundation for follow-on corridor planning. Guidance will be suggested for good practice and techniques. This will be done through the capacity building process. FTA wants to encourage better planning and better partnerships with transit. Suggestions for case studies and outreach methods to transit agencies, especially smaller agencies, are needed.

Methods to disseminate information to transit agencies, particularly for planning issues, were discussed.

Brendon Hemily presented the results of his work, [“Trends Affecting Public Transit’s Effectiveness.”](#) for APTA. It discusses major trends and how they relate to transit. Some trends are: urban renaissance, land use concerns, new approaches to the concept of community, growing sprawl, congestion, auto dependency, aging population, and migration. Actions suggested include more diverse transit services, looking for new markets, better

services for immigrants and aging population, better links between transit and planning, land use, and support for smart growth. The report gives substantial background information on trends and issues. Committee members were encouraged to see how these trends could work themselves into committee activities and research topics.

Steve Polzin reported on activities of transit data committees and applications of census data and upcoming conferences. TRB has posted information on its web site.

Critical Issues: Committee members should give reaction to the TRB critical issues paper. This is on the TRB web site <http://gulliver.trb.org/publications/trnews/trnews217.pdf> or [http://gulliver.trb.org/publications/trnews/2002\\_critical\\_issues.pdf](http://gulliver.trb.org/publications/trnews/2002_critical_issues.pdf). Dave Miller will e-mail the transit issues update to the committee. Members should give feedback to Rich Bickel ([rbickel@dvrpc.org](mailto:rbickel@dvrpc.org)) before January 25 and he will try to combine them before the end of the month.

Committee members should get TCRP problem statements to Rich Bickel. The deadlines are:

March 15 for TCRP synthesis topics

June 15 for TCRP research topics

#### 6. Future Activities:

- The committee should adopt topics to take on. Suggestions could relate to the new paradigms report,
- Should the committee plan a specialty conference? If this is done, it needs a compelling topic that will command attention and not duplicate other efforts. Perhaps, Public Transit: Movement to New Markets. It should attempt to shape policy and funding.

The following people volunteered to form a planning committee for a conference:

Patti Post, Sally Cooper, Brendon Hemily, Greg Thompson, Joana Conklin, Steve Polzin, Charlie Goodman, and Dave Miller. Steve Polzin will coordinate the effort.



#### 7. Other Items:

Summer Meeting: There will be a summer meeting in Boston in July. It will be held July 10-13 at the Seaport Hotel and be a joint meeting of the Planning, Economics, Management, Freight, Ports, Waterways, International Trade and Transit Committees. Information will be on the TRB web site.

Calls for Papers: If anyone has a burning issue, they should draft something before March 31.

Membership rotation will have to occur this spring. People with more than nine years on the committee may have to rotate off.

It was announced that Ed Beimborn will take over as committee chair in April. Brendon Hemily has agreed to be committee secretary.

The meeting was adjourned at 11:45 a.m.

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