



CHARLES STREET RECONSTRUCTION PROJECT
25th Street to University Parkway
Baltimore City Office of Transportation

MEETING NOTES
CITY - STAKEHOLDERS COMMITTEE COORDINATION
JANUARY 28, 2003
10:00 AM to 11:20 AM
Conference Room 528, Fifth Floor, Charles L. Benton Building

Attendance: .. **Baltimore City**
Dominick Murray, Mayor's Office
Al Foxx, Director, Office of Transportation
Fred Marc, Division Chief, Transportation Engineering Division
Michael Rice, Deputy Director, Office of Transportation

◆ **Charles Street Reconstruction Stakeholders**

Baltimore City

Frank Murphy, Office of Transportation
Kristen Smith, Community Planner
Beth Strommen, Bicycle/Ped. Coord.

Baltimore Museum of Art

Alan Dirican
Alfred Barry, AB Associates

Charles Village Community Association/North Charles Village Community Association / PUD

Beth Bullamore
Sandy Sparks

Greenway Community Association, Inc.

Jere Hamill
Louise Toomey

Friends of Wyman Park Dell

Suzanne Rexing

Johns Hopkins University

Larry Kilduff, Executive Director of Facilities

Peabody Heights Residents Homeowners Alliance

Christian Wilson

◆ **RK&K Engineers**

John d'Epagnier
David Wallace

DISCLAIMER

The following summarizes the notes taken by John d'Epagnier and David Wallace on January 28, 2003 during this meeting with Baltimore City and Stakeholder representatives. These notes do not represent the official position of Baltimore City or the Stakeholders, nor have they been reviewed or approved by them.



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◆ **SUMMARY**

This meeting was scheduled as a follow-up to the January 7, 2003 presentation to Project Owners Ms. Laurie Schwartz, Interim CEO, East Baltimore Development, Inc. (formerly Deputy Mayor), and Mr. Alfred H. Foxx, Director of Transportation. The focus of this meeting was definition of the design development/construction schedule, progress on traffic simulation model for Charles Street, and the role of the Project Champion. Handouts included the following:

- Updates to project notebooks (updated list of Stakeholders, copies of articles from Baltimore Sun)
- Summary schedule prepared by Baltimore City
- Community Association boundaries graphic
- DRAFT Design and Construction Schedules

As a result of this meeting, City and consultant staff will continue work on the traffic simulation model; a request will be made to the Parking Authority of Baltimore City (PABC - Mr. Jeff Sparrow, Executive Director) to conduct a parking inventory in the project area; and, Dominick Murray will assume the role of Project Champion. In addition, it was agreed that monthly updates will be provided via e-mail to all Stakeholder Committee Members; these updates will also be posted on the project web site.

FOLLOW-UP MEETING

None scheduled, potentially early fall, depending on progress of contract approval, traffic simulation effort, and parking survey.

1. City's Plans for Traffic Simulation Model of Charles Street

As suggested by Mr. Al Foxx during the January 7, 2003 meeting, City/consultant representatives have initiated work defining the scope and schedule for a traffic simulation effort along Charles Street from south of 25th Street to north of University Parkway. The anticipated scope for this traffic simulation effort is as follows:

- Task 1: Data Collection and Traffic Simulation Set Up** While Charles Street Bridge is Closed Using traffic turning movement counts collected between 1991 and 2002, a traffic simulation (SynchroTM) model will be developed for existing/base line conditions. Consistent with land use development and transit assumptions approved by the Baltimore Metropolitan Council (BMC) and included in their regional transportation model, the SynchroTM model will also be updated for the design year 2025. The purpose of this effort will be to assess the consequences of the lane modifications proposed with the "2-3-2 northbound lane" arrangement. Included in this effort will be adjustments for land use changes within the corridor (including new parking facilities proposed by Johns Hopkins University and redevelopment within the corridor).



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Task 2: Data Collection and Traffic Simulation Set Up **When Charles Street Bridge is Open** Re-opening of the Charles Street Bridge at Penn Station, anticipated in May, 2003, is expected to have a significant impact on traffic patterns along Charles Street. Following summer/early fall for traffic patterns to “resettle”, new traffic counts on Charles Street will be obtained during the October/November 2003 time period and the previous SynchroTM model for both existing and design year 2025 conditions will be reassessed.

Upon completion of this effort, an assessment of the suitability of the 2-3-2 NB Charles Street lane configuration can be completed.

Suzanne Rexing requested that all assumptions which underpin the traffic simulation model be presented, including transit assumptions. **Agreed.** Assumptions will be consistent with land use and transportation assumptions regionally developed and approved by the BMC.

2. Draft Design and Construction Schedule

Frank Murphy presented the following milestone dates for the traffic simulation and design efforts on the Charles Street project (developed using the City’s current scheduling template for federally funded projects):

Traffic Simulation

| | |
|---|------------|
| Anticipated completion/concept evaluation | 10.15.2003 |
|---|------------|

Design

| | |
|--|------------|
| Anticipated Notice to Proceed | 8.1.2003 |
| Survey (by City forces) Complete | 9.15.2003 |
| Existing Conditions/Base Plan Complete | 10.15.2003 |
| Advertise for Construction (Pending Funding) | 8.1.2005 |

David Wallace then distributed a detailed schedule generally consistent with the City’s milestone dates. This schedule also included related City projects in the vicinity of Charles Street, as well as Hopkins’ bookstore project.

- **Stakeholders Involvement**

- Al Barry emphasized that Stakeholders involvement is more than just a meeting; he understood that the City was committed to a process of Stakeholder involvement. This effort would also include representatives from WRT. David Wallace agreed that it was RK&K’s intention to include the Stakeholders throughout the development process, but expressed concern about the amount of paper that would be generated and for which the Stakeholders would be asked to review.
- Suzanne Rexing stated that the community was ready, “... bring it on”.



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- Al Foxx reiterated the City's commitment to an inclusive process for all Stakeholders with a focus on stakeholder review of design documents at specific milestone dates.

- **Resolution of Design Issues** ¶

- Al Barry expressed concern that the development schedule for the 30% plans (i.e. 5 months) may not provide sufficient time to address the tough unresolved design issues.

- **Parking Survey** ¶

- Several Stakeholders emphasized the importance of completing a comprehensive parking survey, including addressing RPP limits, this spring prior to summer break. In response to a question from Christian Wilson concerning the affect JHU projects will have on traffic and parking, Larry Kilduff noted that the 160 space Homewood garage is likely to be replaced with a facility not much larger than 200 spaces. He went on to note that Johns Hopkins University's long-term parking plans includes garage and lots on their campus.

Action ¶ David Wallace will define a potential scope for a parking survey along Charles Street and forward same to Dominick Murray.

- **Construction Budget** ¶

- Larry Kilduff inquired if the \$12M construction budget is fixed, regardless of which year the contract is advertised. The City's response was that the budget is fixed at \$12 million.

- **City's Capital Budget** ¶

- In response to concerns about the project budget, Dominick Murray stated that he is currently reviewing a total of \$127M in capital requests for the current year, against a \$35M budget. Clearly, the City's capital needs far exceed the City's ability to fund these types of major projects.

3. Role of Project Champion

Dominick Murray and Al Foxx discussed the role of Project Champion, noting that desirably it should be someone from the Mayor's office. Dominick was willing to accept this role (the Mayor has recently been introducing him as "bureaucracy buster" and "facilitator" for City projects). The following roles for Project Champion were agreed upon:

- Balance competing interests to generate optimal project for City and community.
- Follow-through on commitments requiring responses from multiple City departments.
- Adherence to project schedule.



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Al Foxx committed his staff engineers to managing the technical design details necessary for a project of this complexity.

Dominick Murray, Special Assistant
Office of Economic and Neighborhood Development
City of Baltimore, Office of the Mayor
250 City Hall
Baltimore, Maryland 21202
Phone: 410.396.4877 Fax: 410.625.1046
dominick.murray@baltimorecity.gov

4. Other Topics

- **Next Meeting / Monthly Updates** P It was agreed that the next meeting could be potentially scheduled early this fall, depending on the progress on the parking survey and traffic simulation. In the interim, it was agreed that monthly progress reports will be e-mailed to all Stakeholders, and posted on the project web site.
- **Fund Raising for Parking Survey** P Sandy Sparks suggested that a fund raising model similar to that utilized for the traffic/parking study completed along Charles Street in the Mount Vernon area might be appropriate for the parking survey along Charles Street.

DWW/sms

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cc: All present
Jim Burnett, RK&K
Hank Bishop, WRT