

COOPERATIVE FORECASTING GROUP

Wednesday, October 28, 2015
Baltimore Metropolitan Council
10:00 A.M. to 11:45 A.M.

MINUTES / SUMMARY

Mr. Richard Campbell called the meeting to order at 10:15 A.M. Ms. Jessica Varsa introduced two guests from the Baltimore City Planning Department: Mr. Jacob Johnson, an intern from the University of Maryland, and Ms. Jamie Williams, staff planner. Mr. Shawn Kimberly introduced Mr. Cedric Southerland, an intern from Morgan State University assisting with development monitoring activities and the Metropolitan Building Activity Reports. Introductions of Cooperative Forecasting Group (CFG) members followed.

1. APPROVAL OF THE MINUTES

Mr. Dan Rooney moved the approval of the CFG minutes of the October 28, 2015 meeting. The motion was seconded by Ms. Varsa. The minutes were approved.

2. SURVEY OF FORECASTING METHODS: REPORT & RECOMMENDATIONS –SUBCOMMITTEE

With the assistance of Mr. Rooney, Mr. Campbell presented an overview of the findings of the forecasting methods survey subcommittee. He noted respondents, organization types, forecast elements and common and unique characteristics of the methodologies. A matrix of the highlights of the findings and committee comments was distributed. After the presentation and the discussion that followed, it was agreed that the subcommittee would meet again, digest the findings and prepare recommendations for next steps. Those steps could include revising the survey and expanding the list of respondents, selecting a group of respondents for more detailed investigation, acquiring the services of an outside consultant, or using the data at hand.

3. ESTABLISHING A SCHEDULE FOR ROUND 9 FORECASTS – SHAWN KIMBERLY

Following his review of timelines provided by CFG members, Mr. Kimberly noted that between 2015 and 2018 two local jurisdictions plan to revise their master plans or complete comprehensive rezoning. Additionally, half of the decade has elapsed and BMC plans to update both the ES202 file and Master Establishment File. As a result, the CFG should establish a schedule for completing the

Round 9 forecast. He used timelines to show availability of data (BEA, Census non-employer statistics) needed to proceed. July population estimates are available at the jurisdictional level in March of the following year. Considering the time frames for data availability/collection, he anticipates a January “kick off” would allow the CFG to complete control totals by the close of 2016, review and small area allocation by the close of 2017, and endorsement in June 2018. There was a discussion of the process and availability of the most up to date data sources. The CFG agreed to move forward with planning for Round 9, targeting the end of 2017 as the completion date. Mr. Kimberly will create a critical time line for review.

4. BALTIMORE CITY’S ECONVIEW AND BUILDING PERMIT REPORT TRACKING – JAMIE WILLIAMS

Ms. Jamie Williams provided an on-line overview of the Baltimore City Econview and Building Permit Report Tracking System. The application was created through a joint effort of the Mayor’s Offices of Information Technology and Neighborhood and Economic Development. The application was created to provide an array of stakeholders with clear and up to date information on the cost, time frame and project sponsors of physical development projects from inception to completion. The current data base, imputed by city agencies, includes 400+ projects and plans from 2010 to date. Links to other city sites are built into the application. She demonstrated how data is imputed and viewed. The types and kinds of projects included were explained. Ms. Williams noted that the application is a “work in progress”, improvements and updates are ongoing.

5. NEW BUSINESS

Based upon Mr. Kimberly’s survey of CFG members and a brief discussion, the date for the next meeting was set for Thursday, December 17th from noon until 2 pm. Mr. Rooney agreed to contact CFG members about their contributions to the holiday luncheon that traditionally follows the meeting.

NEXT MEETING – December 17, 2015

ATTENDANCE

Members

Richard Campbell - Anne Arundel County Department of Planning

Mark Goldstein – Maryland Department of Planning

Scott Graf – Carroll County Department of Planning

Carrie Grosch – Howard County Department of Planning

Dan Rooney – Harford County Department of Planning

Alfred Sundara – Maryland Department of Planning

Jessica Varsa - Baltimore City Department of Planning

Staff and Guests

Victor Bonaparte - Baltimore Metropolitan Council (BMC)

Jacob Johnson - Baltimore City Department of Planning

Shawn Kimberly - BMC

Cedric Southerland – BMC

Jamie Williams – Baltimore City Department of Planning