

Meeting Summary

Subject: SCTA Microtransit Feasibility Study – Monthly Status Meeting

Date/Time: May 27, 2025, 11:00 am – 12:00 pm

Location: Teams Meeting

Attendees

Name	Organization	Name	Organization
Lauri Ahlskog	SCTA	Tyler Beduhn	Kimley-Horn
Jen Boley	SCTA	Poonam Patel	Kimley-Horn
Natasha Halulakos	SCTA	Vickie Karandrikas	Kimley-Horn
Keith Boatman	SCTA		

Action Tracker

Action Item	Responsible	Target Completion	Status
Send weekly updates on the number of survey responses	KH	Weekly	Complete
Send Steering Committee final notice to ask questions on Task 4: Microtransit Models deliverable	KH	4/4/2025	Complete
Send the survey responses graph, respondents' ZIP code map, timeframe of next Steering Committee meeting, and next in-person public engagement events to the Steering Committee	KH	5/13/2025	Complete
Send public engagement flyer with QR code	KH	5/7/2025	Complete
Set up Steering Committee Meeting #3 with Teams meeting link for July 21 at 8:30 am and send to Steering Committee members	KH	6/6/2025	
Provide quick bullets on recent pop-up events for inclusion in the outreach summary. Include information like date, time, location, and interaction types.	SCTA	6/6/2025	Complete
Prepare and share outreach summary including survey responses and event feedback to SCTA and Steering Committee members. Update map with	KH	6/9/2025	In Progress

Action Item	Responsible	Target Completion	Status
survey responses and reiterate that responses were received from people in all zones.			
Prepare a 'what we heard' summary and social posts that can be used to keep the momentum for Round 2 engagement.	KH	6/9/2025	
Begin strategizing for Round 2 engagement.	KH	7/25/2025	
Complete analysis and prepare technical briefing deck for Tasks 5 and 6	KH	6/27/2025	
Develop slides for Steering Committee Meeting #3	KH	7/14/2025	

Notes

1. Previous Action Items Status

- a. All previous action items were public engagement-related and have been completed.

2. Technical Task Progress Update

a. Task 1: Steering Committee

- i. Steering Committee Meeting #3 will be held in July to review zone analysis and prioritization
 - 1. KH sent the survey responses graph and a ZIP code map of responses to the Steering Committee, and included the survey end date, the timing of the next Steering Committee meeting in July, and the details of the in-person public engagement events.
 - 2. Topics for Steering Committee Meeting #3
 - a. Review public feedback
 - b. Review zone analysis and prioritization
 - c. Get feedback prior to making draft recommendations
 - 3. The group discussed dates and times for Meeting #3 and agreed on Meeting #3 for Monday, July 21, from 8:30-10:00 am
 - 4. KH to send a Teams meeting to the Steering Committee members

b. Task 3: Public Participation Plan

- i. Pop-up events recap
 - 1. Saturday, May 10, 2025 – Open Streets Lancaster (staffed by SCTA only)

2. Saturday, May 17, 2025 – Marietta Day (staffed by Connect the Dots only)
 - a. 144 interactions during the event
 - b. 30 people engaged with the boards
 3. Saturday, May 17, 2025 – Ride, Roll & Stroll Lancaster Active Transportation Summit (staffed by SCTA only)
 - a. SCTA encouraged participants to fill out the survey electronically
 4. SCTA to send KH a few sentences about the SCTA-staffed engagement activities that include information such as date, time, activity, types of interactions
- ii. The survey launched on March 26 and closed on May 23.
 1. Total number of responses: 788
 2. Public mentioned Manheim often—SCTA noted this refers to Manheim downtown area/borough rather than the broader Manheim Township
 3. KH is preparing a full outreach summary this week. Will send to SCTA and the Steering Committee for review by the week of June 9. The map with survey responses will be updated to reiterate that responses were received from people in all zones.
 - iii. SCTA updated its website to remove the survey link, and KH shut down the survey
 - iv. KH to prepare a ‘what we heard’ summary and social posts that can be used to keep the momentum for Round 2 engagement. Will send to SCTA by June 9
 - v. KH to think through the approach for Round 2 engagement that will occur in October/November. This engagement was originally scoped to be a comment review period with a public meeting. KH to develop materials for receiving feedback on the recommendations. SCTA can independently facilitate pop-up events during Round 2 engagement and use those materials. Materials can also be distributed to the municipal offices, libraries, etc.
 - vi. SCTA to consider future public engagement in the southern part of the County

c. Task 5: Opportunity Zone Analysis and Task 6: Prioritization

- i. The group discussed the next steps, evaluation methodology, and initial evaluation results.
 1. A two-step evaluation will be done—Round 1 is to screen down to a shortlist of candidate zones for deeper analysis in Round 2
 2. The group discussed weighting and prioritization criteria
 3. A Willow Street connection for the Quarryville zone should be considered during screening
 4. The group discussed the short-list of zones to advance to Round 2 evaluation, as well as two larger area scenarios that will be evaluated: a countywide service area and a ‘fixed-route connector’ service area that would connect all spokes surrounding the City of Lancaster

- ii. Draft deliverable will be sent to SCTA and the Steering Committee for review the week of June 30. KH can preview the analysis with SCTA at the next monthly meeting on June 24.

3. Recent Deliverable Review (as applicable)

- a. N/A

4. Schedule Review – Month Ahead

- a. Prepare a summary of outreach and share with SCTA and the Steering Committee.
- b. Complete opportunity zone analysis and prioritization. Deliverable preview will occur at the next monthly meeting.
- c. Prepare for Steering Committee Meeting #3 to discuss opportunity zone analysis and prioritization.

5. Open Discussion

- a. No additional items

6. Action Items

- a. See table above