

# **TRANSPORTATION PLANNING BOARD**

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## **Technical Committee Minutes**

For meeting of  
**December 5, 2014**

**TPB TECHNICAL COMMITTEE MEMBERS AND ALTERNATES  
ATTENDANCE – December 5, 2014**

DISTRICT OF COLUMBIA

DDOT Mark Rawlings  
DCOP Dan Emerine

MARYLAND

Charles County -----  
Frederick County Ron Burns  
City of Frederick Timothy Davis  
Gaithersburg -----  
Montgomery County John Thomas  
Prince George's County -----  
Rockville -----  
M-NCPPC  
Montgomery County -----  
Prince George's County Faramarz Mokhtari  
MDOT Lyn Erickson  
Matt Baker  
Takoma Park -----

VIRGINIA

Alexandria Pierre Holloman  
Arlington County Dan Malouff  
City of Fairfax -----  
Fairfax County Malcolm Watson  
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Falls Church -----  
Fauquier County -----  
Loudoun County Robert Brown  
Manassas -----  
NVTA -----  
NVTC Claire Gron  
Prince William County James Davenport  
PRTC -----  
VRE Christine Hoeffner  
VDOT Norman Whitaker  
Dan Painter  
Jim Ponticello  
VDRPT Tim Roseboom  
NVPDC -----  
VDOA -----

WMATA

Jonathan Parker

FEDERAL/REGIONAL

FHWA-DC -----  
FHWA-VA -----  
FTA -----  
NCPC -----  
NPS -----  
MWAQC -----  
MWAA -----

COG STAFF

Kanti, Srikanth, DTP  
Elena Constantine, DTP  
Robert Griffiths, DTP  
Gerald Miller, DTP  
Ron Milone, DTP  
Nicholas Ramfos, DTP  
Andrew Austin, DTP  
Jen Desimone, DEP  
Paul DesJardin, DCPS  
Michael Farrell, DTP  
Charlene Howard, DTP  
Jeff King, DEP  
Sunil Kumar, DEP  
Jessica Mirr, DTP  
Jane Posey, DTP  
Eric Randall, DTP  
Rich Roisman, DTP  
Daivamani Sivasailam, DTP  
Dan Sonenklar, DTP  
John Swanson, DTP  
Steve Walz, DEP  
Lynn Winchell Mendy

OTHER

Bill Orleans  
Bill Sadler, Safe Routes to School National  
Partnership  
Nancy Smith, Northern Virginia  
Transportation Alliance

## **TRANSPORTATION PLANNING BOARD**

### **Technical Committee Meeting**

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#### MINUTES

**1. Welcome and Approval of Minutes from November 7 Technical Committee Meeting**

Minutes were approved as written.

**2. Update on the Draft Update of the Bicycle and Pedestrian Plan for the National Capital Region**

Mr. Farrell announced that a comment period on the Bicycle and Pedestrian Plan for the National Capital Region had started with the meeting of the Citizens Advisory Committee. The Bicycle and Pedestrian Subcommittee was also briefed, and the draft plan was distributed at the TPB, though there was no time to discuss it. Comments should ideally be provided in writing by today. Comments have been submitted so far by WMATA, the Safe Routes Partnership. Further edits to the project database should be made soon. At the last meeting it was noted that some of the cost estimates were not correct, some of them having three decimal places too many. Mr. Farrell noted that when calculating the global cost of the plan he did not use these project level cost estimates, since many projects did not have cost estimates. There were also numerous small technical corrections that have been suggested. There is not enough new with the visualization to cover it.

Ms. Erickson re-iterated that comments should be sent in writing to Mr. Farrell. Mr. Srikanth asked if the December presentation would be a draft only. Mr. Farrell replied that it would be a draft in December, and go back for approval in January.

**3. Briefing on an Amendment to the FY 2015 Unified Planning Work Program (UPWP) to Revise the Budget and Work Elements**

Mr. Miller referred the Committee to his November 26 memorandum on the proposed amendment. He explained that since the FY 2015 UPWP was approved in March, the funding allocations provided by DDOT, MDOT, VDOT and VDRPT have been revised to reflect changes in “new FY 2015 funding” that come from the federal FY 2014 budget, and adjustments in the “unobligated FY 2013 funding” that are unexpended funds from the completed FY 2013 UPWP. He said that the new funding total needs to be decreased by \$164,179 and the unobligated FY 2013 total needs to be increased by

\$336,084. The net result is an increase of \$170,905 or 1.2 percent for the total FY 2015 UPWP budget.

Mr. Miller explained that the technical assistance funding level for each state is an agreed percentage of the total new FY 2015 funding provided through the respective state, and the technical assistance funding level for WMATA is an agreed percentage of the new FTA 2015 funding. He pointed out that the budgets for the technical assistance programs in the District, Maryland and WMATA will increase by \$1,757, \$13,776 and \$4,905 respectively, while the Virginia program will decrease by \$37,832. He then explained that because the total for all of the technical assistance programs decreases by \$17,394, the net total funding for the core work program increases by \$188,301.

Mr. Miller said that a 1 percent across the board increase is proposed for the work activity budgets in the core work program for increases in salaries and other costs during the fiscal year. The 1 percent will account for \$111,301 of the \$188,301 total increase. He then described how the remaining \$77,000 is proposed to be allocated to two work activities in the core work program. For the 1.E Public Participation activity, a \$27,000 increase is proposed to initiate an evaluation of the current public involvement process as recommended during the recent Federal planning certification review. For the 3.C Regional Studies activity, a \$50,000 increase is proposed to provide resources for supporting the multi-disciplinary professional working group to be convened by COG to develop a multi-sector action plan to reduce greenhouse gas emissions.

There were no questions and Mr. Miller said that the TPB would be asked to approve this amendment at its December 17 meeting.

#### **4. Briefing on the Reconstitution of the Regional Public Transportation Subcommittee**

Mr. Randall briefed the committee on the proposed reconstitution of the current Regional Bus Subcommittee as the Regional Public Transportation Subcommittee (RPTS). As discussed at the November meeting, this reconstitution was directed in a TPB resolution in September. The distributed memorandum laid out the proposed mission, goals and membership of the reconstituted subcommittee, as revised since the previous meeting based on comments from the Committee as well as the Subcommittee at a meeting at the end of November. In particular, the proposal for an annual "State of Public Transportation" report has been further developed, and some examples of these reports elsewhere were shown in a presentation.

Mr. Srikanth noted that the reconstitution of the RPTS had been briefed to the TPB to be completed by the end of the year, and thanked Eric and the Committee and RPTS members who provided comments. The annual report has considerable potential for raising the profile of public transportation to the Board, and it is possible the TPB

members may suggest further elements. The Technical Committee will be advised on further developments in the annual report and on the activities of the RPTS. He also noted the activities of the Human Services Transportation Committee and the Private Providers Task Force, which also provide forums for providers of public transportation. He then noted that Jonathan Parker of WMATA would be the chair of the RPTS for 2015, and noted WMATA's important role in also providing a regional forum for discussion of public transportation issues.

Mr. Parker noted that as the new chair he will ensure that the interests of the many bus operators will continue to be a primary focus of the RPTS, building on the original mission of the RBS.

Ms. Erickson encouraged Committee members to communicate with their fellow RPTS members to continue participating and nominate agenda topics to Eric. Mr. Srikanth added that the RPTS will provide flexibility for discussion of broader transit issues, and encouraged staff working on streetcar and light rail projects to also attend.

In response to a question on the RPTS meeting schedule, Mr. Randall stated that the RPTS will meet on the fourth Tuesday of each month, though not every month during the year. Meeting notices are sent out before each meeting, and the dates are available on the COG website and included in the TPB News meeting calendar.

## **5. Briefing on the TPB's Resolution to Affirm Support for the 2008 COG Greenhouse Emissions Reduction Goals and the Establishment of a COG Multi-sector Working Group to Examine Greenhouse Gas Reductions**

Mr. Srikanth briefed the Committee on two items: (1) the revisions to the draft resolution on the region's Greenhouse Gas reduction goals and (2) the proposed outline of the multi sector professional working group to be convened by COG.

Mr. Srikanth first described the Draft resolution the Board had reviewed during its November meeting starting with the background on the region's 2008 GHG initiative including the Region Forward Report and Compact and the TPB's own 2010 What Would It Take analysis all of which are summarized in the various Whereas clauses of the Draft resolution. He then summarized the two specific elements under the Resolved clause which are affirming the region's multi- sector Greenhouse Gas reduction goals and committing TPB staff/resources to work with the multi sector professional group to be convened by COG.

He then briefed the Committee on the discussions and the specific changes suggested to the Draft from the Board members as well suggestions from WMATA via a letter (distributed to the Committee). He described the specific changes being

proposed in response to the comments received – the changes were as seen in strikeout and mark up in the handout distributed to the Committee.

In response to Mr. Srikanth's request for comments and suggestions on the proposed revisions few editorial, typographical and clarification changes were recommended by Mr. Brown, Mr. Malouf and Mr. Ponticello.

Mr. Emerine suggested that this item be placed earlier on TPB's agenda to ensure sufficient time for discussion.

Mr. Walz noted that the resolution being reviewed today would be used to develop a similar resolution for MWAQC and that MWAQC's Technical Committee which will be reviewed next week. He also noted that the joint CEEPC-MWAQC request was for both Boards to adopt a resolution affirming the region's GHG reduction goals.

Ms. Erickson noted that MWAQC is scheduled to meet on December 17, just before the TPB meeting.

Mr. Brown suggested that the resolution adopted by MWAQC be shared with the TPB so they see exactly what resolution MWAQC has adopted. Mr. Walz and Mr. Srikanth said that they would work to facilitate this during the meeting.

Mr. Srikanth then briefly summarized the presentation to the TPB made by the Deputy Director of COG Mr. Freudberg on the outline for establishing a professional working group to work on this greenhouse gases reductions matter. Mr. Srikanth noted that the working group will be made up of professional staffs from the agencies covering the four sectors with policy level oversight provided by COG, MWAQC, TPB. He said that the technical analyses of the various strategies identified by the group in each of the four sectors will help inform discussions, at the Board level, on exploring establishing attainable GHG reduction targets for each of the four sectors within the overall goal the region has adopted.

Mr. Walz added that there is no pre-determined number as target for each sector rather the intent is to look at the cost effectiveness of the strategies within the four sectors.

Mr. Srikanth alluded to the proposed addition of some funds for this activity as discussed during agenda Item #3, also noted that COG working group activities will also include a public review/input component as the strategies are being developed and analyzed.

Mr. Holloman asked about the size of the working group and how to manage the size to ensure time for through discussions during meetings.

Responding to Mr. Holloman's comment on the size of the group Mr. Srikanth noted that no decision has been made and that staff was brainstorming on that particular issue. He noted that the focus is to ensure that stakeholders are not excluded from this exercise and the desire is to have all of the agencies interested to participate. One option is have ad hoc smaller groups work to identify strategies within each sector and then to have the larger group to collectively review the ideas being proposed.

Mr. DesJardin noted that the last time there was a multi sector working group was for the RMAS scenario study and that it had a large group with smaller ad hoc teams working on specific topics.

Mr. Walz noted that the idea of having the large group meet periodically at critical milestone and have these smaller topic specific teams get together more regularly is something that is promising.

Mr. Griffiths noted that during this whole process there will be regular briefings to the technical committees and TPB and MWAQC so that they have an opportunity to provide their inputs as well. Mr. Emerine noted that the Planning Directors also be briefed regularly.

## **6. Briefing on the Development of a Regional List of Unfunded Transportation Projects**

Mr. Griffiths distributed and discussed a draft letter requesting the assistance of the members of the TPB Technical Committee in compiling the list of unfunded transportation projects requested by the TPB. This letter described unfunded project data that was being requested, how this project data could be submitted to TPB staff and the deadline for the submittal for this data.

Mr. Griffiths stated that the letter requesting the unfunded project information would be sent out in early January and the deadline for the submittal of this information was Wednesday, February 25, 2015.

Mr. Thomas noted that the letter asked the members of the Committee to provide a list of unfunded highway and transit projects, but did not mention anything about bicycle projects.

Mr. Griffiths responded that there was no need to ask for unfunded bicycle projects because these unfunded projects had already been identified in the TPB Bicycle and Pedestrian Subcommittee's draft Bicycle Plan.

Mr. Miller added that the requested list of unfunded transportation projects was to only include projects in an approved local or transportation agency plan that are not

currently in the TPB CLRP, but would be eligible to be included in the CLRP if funding were available. He said that most individual bicycle and pedestrian projects were not included in the CLRP because of their relatively small size and the fact that they are usually implemented using local funding rather than federal funding.

Mr. Thomas also commented that there were many unfunded highway and transit projects in approved local plans that were not in the Move DC, the MDOT priority letters or the NVTATransaction Plan 2040 mentioned in the letter.

Mr. Griffiths agreed and stated that these other unfunded local highway and transit projects should also be included in the list of unfunded projects and submitted by the jurisdiction or agency that had approved the local plan.

## **7. Briefing on the Analysis of the Transportation Emission Reduction Measures (TERMS) Operated by the Commuter Connections program**

Mr. Ramfos began the presentation by discussing regional growth projections between now and 2040 and emphasized the importance that transportation demand management programs such as Commuter Connections plays in managing infrastructure demand. He then showed slides showing the growth projected for travel based on the latest CLRP and stated that the majority of the trips will be made by single drivers or carpools. Higher transit ridership is also expected and the highest growth mode projected will be bicycling and walking. The mode share trend holds true for overall travel as well as daily commute trips. This is all the more reason for continued regional programs that give commuters alternative mode options to take advantage of which will in turn help manage congestion and improve air quality.

Mr. Ramfos then explained the region's collaborative efforts that led to the design and implementation of the Commuter Connections Transportation Emission Reduction Measures (TERMs). The TERMS were adopted by the TPB to meet air quality goals set by the EPA as a result of the region being designated as an ozone non-attainment region. The Commuter Connections program has evolved since that time as the region is currently designated as "marginal" for ozone and there hasn't been a need to use the emission impact credits from the TERMS to meet air quality emission targets. However, there has also been emphasis placed on the Commuter Connections TERMS for the Congestion Management Process.

Mr. Ramfos explained that the Commuter Connections network consists of local jurisdictions, transportation management associations, federal government agencies, transit, vanpool, carshare and Bikeshare providers and the state funding agencies working together to develop and monitor the TERMS progress. Benefits from the program impacts for both congestion and air quality are communicated on a regular basis through COG/TPB staff and Commuter Connections Network members.



Mr. Ramfos then explained the TERMS' evaluation cycle and that a framework methodology is developed every three years which is a "blueprint" for how data is collected and analyzed. Data collection occurs over a three year cycle and includes the Placement Rate Study, Guaranteed Ride Home Applicant Survey for both the Washington and Baltimore metropolitan regions, a Bike to Work Day survey, a Telework Survey of employers, an analysis of the Employer Outreach database and the State of the Commute Survey. Mr. Ramfos stated that reports are prepared on the surveys that are conducted and that all of the data collected culminates into a final TERM Analysis report. Results from the report are then used as part of the regional planning process for air quality conformity and congestion management.

Mr. Ramfos then covered the objectives of the evaluation process. He explained that the methodology outlined in the evaluation framework is used to estimate the effectiveness of the four main Commuter Connections TERMS; including: Telework, Guaranteed Ride Home, Employer Outreach, and Mass Marketing. Although it is not an official TERM, the Commuter Operations Center's results are also documented and counted in the impacts of the program. Impacts are then adjusted to ensure that there are no overlaps or double-counting among programs.

Mr. Ramfos then reviewed the performance continuum in terms of awareness and attitudes of the TERMS, overall participation and satisfaction, and use and influence of the programs which lead to impacts of change for travel, air quality and energy. The approach used to calculate the impacts was then described. The calculation uses a series of multiplier factors derived from the user surveys that is applied to the program user population.

Impacts for all the TERMS were then reviewed for both transportation and air quality. Mr. Ramfos explained that the trips reduced were 20% over the goal and for VMT it was 14% over the goal. There was a 3% shortfall in meeting the NOx reduction goal and a 19% shortfall for the VOC goal. The shortfalls are due to reduced emission factors due to a cleaner vehicle fleet for 2015 and the switch to the MOVES regional emissions model. Overall the TERMS met the collective goals for both VT and VMT but the emission goals were not met basically because of the recent changes to the emission factors, the new regional model and the fact that the original goals were established in 2005 used different emission factors and a different emissions model (Mobile6).

Next, Mr. Ramfos showed a set of slides that depicted trend lines for Vehicle Trip Reduction, Vehicle Miles of Travel Reduction, daily NOx and VOC reductions from when the first Commuter Connections TERMS evaluation cycle was conducted in 1999 through 2014. The VT trend slides showed an overall increase from 1999 to 2014, while VMT has also shown an increase since 1999 but flat impacts over the past three evaluation cycles. The NOx trendline shows a peak for the 2002 cycle and a decrease ever since, while the VOC trend line also showed a peak in 2002 with a gradual decrease to flat impacts over the past three evaluation cycles. Mr. Ramfos also stated that beginning with the 2008

evaluation cycle, impacts were collected for annual tons of PM 2.5 reductions, Precursor NOx reductions, and CO2 reductions. The impacts for PM2.5 increased from the 2011 to the 2014 evaluation cycle. Precursor NOx reductions also increased from 2011 to 2014 and CO2 greenhouse gas reductions decreased slightly. These impact changes are more than likely due to the increased precision of the MOVES emissions model.

Finally, Mr. Ramfos reviewed the next steps of the evaluation project which will include publishing the TERM Analysis report and then determining the cost effectiveness of the program. The impacts will then be integrated into the regional air quality conformity determination and congestion management process.

Mr. Moktahri asked whether or not average trip distance is available for each jurisdiction. Mr. Ramfos stated that trip distance is calculated regionally based on the data collected to ensure a high confidence. Mr. Srikanth stated that even though the transportation goals were exceeded, the emissions goals were not met because of the cleaner fleet and the software used to calculate the emission goals has also been updated. The negative performance is not an indication of performance effectiveness but rather the changes in the fleet and the emissions as these changes were not taken into account when the program goals were set. If the same factors were used to measure the current impacts, the goals would more than likely have been exceeded. Mr. Ramfos stated that the goals had been adjusted with Mobile6 in 2005, but those goals would more than likely be different using MOVES.

## **8. Update on the Development of MPA-21 Performance Measures**

Mr. Randall updated the Committee on the latest developments regarding US DOT regulations on performance measures under MAP-21, speaking to a presentation. There have not been any new rules issued in the past month and the announced publication dates have continued to slide to the right. It was anticipated that the bridges and pavement condition provisions would be published in November, but they are still not released.

Mr. Randall also informed the Committee that March 10 & 11 has been proposed for a 1-1/2 day workshop with federal agency staff on the MAP-21 performance provisions, as offered during the federal certification review at the end of October. Once this date is confirmed, the Committee will be sent a save-the-date message.

## **9. Other Business**

Mr. Srikanth thanked Ms. Erickson for her chairmanship of the Technical Committee during the remainder of 2014. He announced that the chair for 2015 will be Mark Rawlings of DDOT, in accordance with the regional rotation of the chair position. He

also announced that Mr. Wesolek of WMATA has been promoted to a new position in the agency and would no longer be attending the Technical Committee meetings or other TPB meetings for the agency. Instead, Mr. Parker or Ms. Davis will represent the agency until a new planner is hired.

**10. Adjourn**