Item #2

METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS NATIONAL CAPITAL REGION TRANSPORTATION PLANNING BOARD

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MINUTES OF THE TRANSPORTATION PLANNING BOARD

June 20, 2012

Members and Alternates Present

Monica Backmon, Prince William County Melissa Barlow, FTA Muriel Bowser, DC Council Marc Elrich, Montgomery County Council Gary Erenrich, Montgomery County Lyn Erickson, MDOT Jason Groth, Charles County Rene'e Hamilton, VDOT Tom Harrington, WMATA Cathy Hudgins, Fairfax County Sandra Jackson, FHWA John Jenkins, Prince William County Emmett V. Jordan, City of Greenbelt Julia Koster, NCPC Carol Krimm, City of Frederick Michael May, Prince William County Phil Mendelson, DC Council Garrett Moore, VDOT Mark Rawlings, DC-DOT Paul Smith, Frederick County Linda Smyth, Fairfax County Board of Supervisors Kanti Srikanth, VDOT Harriet Tregoning, DC Office of Planning Todd M. Turner, City of Bowie Jonathan Way, Manassas City Victor Weissberg, Prince George's County DPW&T Tommy Wells, DC Council Patrick Wojahn, City of College Park Sam Zimbabwe, DDOT Chris Zimmerman, Arlington County

MWCOG Staff and Others Present

Ron Kirby Andrew Meese Elena Constantine Wendy Klancher John Swanson Jane Posey Daivamani Sivasailam Rich Roisman Andrew Austin Sarah Crawford Deborah Kerson Bilek Karin Foster Debbie Leigh **Deborah Etheridge** Joan Rohlfs COG/DEP **Betsy Self** COG/DPSH Steve Kania COG/OPA Lewis Miller COG/OPA **Bill Orleans** HACK Jim Maslanka City of Alexandria Randy Carroll MDE Judi Gold Councilmember Bowser's Office Nick Alexandrow PRTC Alexis Verzosa City of Fairfax Andrew Cadmus Parsons Brinckerhoff Monique Ellis Parsons Brinckerhoff Dan Levine Christopher Falkenhagen AAA Mid-Atlantic DDOT Anthony Foster Patrick Durany PWC Christine Green Safe Routes to School National Partnership Family Matters of Greater Washington **Dolphene Williams** Family Matters of Greater Washington Tonya Jackson Smallwood Andrew Wexler Montgomery County Resident Baltimore Metropolitan Council Todd Lang **Christopher Delfs** DC Office of Planning

1. Public Comment

Christine Green, Safe Routes to School National Partnership and the Greater Washington Safe Routes to School Network, thanked the TPB for recent approval of a regional complete streets policy. She asked that pedestrian and bicycle projects receive greater prominence at the regional level and in individual communities. Copies of her remarks were submitted for the record.

Tanya Jackson Smallwood of Family Matters of Greater Washington objected to TPB's selection process for grants under the Job Access/Reverse Commute (JARC) Program and in particular, expressed concerns that her organization had not been selected for funding in the upcoming cycle. Copies of her remarks were submitted for the record.

Bob Chase, on behalf of the Northern Virginia Transportation Alliance, called attention to progress made in achieving regional air quality goals. He commended the TPB for inclusion of the westbound I-66 inside the Beltway Spot 2 improvements in the draft Transportation Improvement Program (TIP). Finally, he called upon the TPB to more extensively use the opinions of transportation professionals in developing the Regional Transportation Priorities Plan (RTPP). Copies of his remarks were distributed for the record.

2. Approval of the Minutes from the May 16th Meeting

Ms. Bowser moved approval of the minutes. The motion was seconded by Ms. Smyth. The motion was approved with two abstentions from Mr. May of Prince William and Mr. Jordan from Greenbelt.

3. Report of the Technical Committee

Mr. Rawlings, referring to the handout item, provided a briefing to the Board. He said that at the Technical Committee's meeting on June 1, four items were reviewed for inclusion on the TPB's agenda: Briefing on the 2012 Solicitation and Competitive Selection Process for the Federal Transit Administration's Job Access Reverse Commute and New Freedom program funding for the Washington urbanized area; a briefing on the draft conformity analysis for the 2012 CLRP and FY2013-2018 TIP; a briefing on the draft 2012 CLRP and FY2013-2018 TIP, which were released for public comment on June 14th; and a briefing on the June 2nd focus group on the Regional Transportation Priorities Plan. In addition, two items were presented for information and discussion: A briefing on the proposed additional TPB staff analysis of the potential impacts of changes to the mix and age of the vehicle fleet to be transmitted to the Metropolitan Washington Air Quality Committee (MWAQC) in support of the TPB's March 21st letter; and an update on the likely schedule for further congressional action on the reauthorization of federal surface transportation legislation.

4. Report of the Citizens Advisory Committee

Ms. Slater, referring to the handout report, spoke about the CAC meeting on June 14, which included an update on the regional activity center maps and a public forum on the FY2013-2018 Transportation Improvement Program. She expressed the thanks of the CAC to the TPB for approving the regional Complete Streets policy in June.

Noting the CAC agenda item on the revision in the regional activity centers maps, Chairman Turner asked if this topic could be added to the TPB agenda.

Mr. Kirby said that the topic of activity centers could be added to the July 18 agenda.

5. Report of the Steering Committee

Referring to the mailout items, Mr. Kirby said the Steering Committee met on June 1 and approved two resolutions related to TIP amendments: one to include funding for the Crystal City/Potomac Yard Transitway and Potomac Yard Transitway improvements, as requested by VDOT, and the second one dealt with funding for the purchase of replacement buses for the Ride-On bus system, as requested by the Montgomery County DOT.

Referring to the letter packet, Mr. Kirby called attention to a memo on Bike to Work Day, which had a record-breaking 12,700 participants.

Mr. Kirby then called attention to a memorandum to the Board from Patrick Wojahn, chair of the TPB Access for All Committee, providing comments of the Access for All Committee on the Constrained Long-Range Plan.

Mr. Wojahn briefly described each of the comments made in the AFA committee's report on the CLRP.

Mr. Kirby called attention to a letter that he had transmitted, representing TPB staff, to Chairman Mendelson of the Metropolitan Washington Air Quality Committee, providing some additional information in support of the TPB's March 21 recommendation that safety margins be set at 20 and 30 percent for the out-year mobile emissions budgets for the PM2.5 maintenance plan that MWAQC is developing.

Chairman Turner asked when MWAQC would be making a decision regarding PM2.5 emissions budgets.

Mr. Kirby said that MWACQ has appointed a task force, which has not yet developed a specific recommendation. He said he did not expect a decision to be made until July, at the earliest.

Mr. Erenrich said the clarifications in Mr. Kirby's letter were very useful. He noted that in a past TPB work session, participants had spoken about the need for some federal regulation on brakes and tires which might produce significant emissions benefits. He asked whether EPA might promulgate such regulations.

Mr. Kirby said that to his knowledge, no such regulations had been promulgated.

6. Chairman's Remarks

Chairman Turner congratulated everyone who worked on Bike to Work Day, which, he said, was very successful.

Chairman Turner called attention to Item 11 in which Mr. Elrich would brief the Board on Montgomery County's Bus Rapid Transit Plan. He said he would like to include similar items of interest on future TPB agendas and he encouraged Board members to suggest topics.

Chairman Turner said that, on a personal level, he strongly supported funding for the Silver Line and he noted that he had communicated this position to Vice Chairman York of Loudoun County.

Finally, Chairman Turner wished everyone a happy 4th of July.

7. Approval of CY 2012 Projects for Funding Under the Job Access Reverse Commute (JARC) and New Freedom Programs of the Federal Transit Administration (FTA)

Mr. Wojahn said TPB is being asked to approve nine project recommendations for funding under the JARC and New Freedom programs. He said that 18 applications were received under the JARC and New Freedom programs, and that nine were recommended for funding. He commented that this was the most competitive year of the solicitation process since the TPB became the designated recipient for the JARC and New Freedom programs, citing that the TPB received requests for twice the amount of funding that was available. He provided a history and background on the two federal programs, and said that the recommendations were developed by the Human Services Transportation Coordination Task Force. He explained the process for scoring and recommending applications and discussed the composition of the Selection Committee.

Ms. Newman, referring to a PowerPoint presentation, discussed the TPB's role as the designated recipient for the JARC and New Freedom programs, and the process for the Human Service Transportation Program's solicitation process. She provided an overview of previously funded projects, and mentioned an assessment of the JARC and New Freedom program and projects that was conducted by Nelson/Nygaard. She reviewed the assessment report and recommendations, and said that some of the recommendations were incorporated into the 2012 solicitation, including the use of project templates, changes to the applications, and rotating members of the selection committee.

She reviewed the 2012 solicitation, which ran from February through April, and made available \$2.1 million for JARC and \$1.5 million for New Freedom. She said that 18 applications were received, and she summarized the nine projects that are being recommended for funding, which include: Skill Source Group, Northern Virginia Family Service, Year-Up, and Boat People SOS under the JARC Program; and Jewish Council for the Aging, Columbia Lighthouse for the Blind, Yellow Cab of DC, Columbia Lighthouse for the Blind, and Arc of Northern Virginia under the

New Freedom program. She said that the approval of these projects would result in \$1.4 million in JARC obligations, reserving \$751,000 for the next solicitation, and \$1.3 million in New Freedom obligations, reserving \$246,000 for the next solicitation. She concluded by summarizing an assessment recommendation to move to a biennial solicitation process, which would be in 2014.

Mr. Wojahn thanked the members of the Selection Committee, as well as TPB staff and Ms. Newman. He moved to approve the recommendations as set forth by the committee.

Mr. Snyder seconded the motion.

Vice Chairman Wells asked why the Selection Committee did not award all of the available funds.

Mr. Wojahn summarized a number of concerns relating to several of the applications that were received for this solicitation. He said that, in light of the program's increasing competitiveness, reserving funding in this solicitation would allow the committee to recommend more funding in the future.

Vice Chairman Wells suggested that if the program has grown more competitive due to increasing applications, providing funding to the next tier of qualified applicants could be a good way to spend the current year's funding. He inquired if the TPB should consider another round of awards in 2013, rather than moving to a biennial solicitation.

Mr. Wojahn replied that the highest scoring applicant that did not receive funding was Family Matters. He highlighted some of the Selection Panel's concerns and said that the Selection Panel thought that Family Matters should have an opportunity to submit an application in the next solicitation round. He added that he would be open to considering pursuing an annual, rather than a biennial, solicitation process.

Vice Chairman Wells said that if the committee is opting to reserve funding, and if the competition continues to be high, it would make sense to allow for a solicitation next year, since funds would be available. He asked how much would be available.

Mr. Wojahn said that the current funding remaining from the JARC solicitation is \$750,000, and that \$256,000 remains from the New Freedom solicitation.

Vice Chairman Wells stated that thought it would be inappropriate to tie up a million dollars for two years. He encouraged the TPB to consider an annual solicitation.

Chair Turner asked for clarification about the wording of Resolution R17-2012 to see if offering an amendment would be the most appropriate means for the TPB to consider Vice Chairman Wells' suggestion.

Mr. Kirby confirmed that an amendment would be appropriate. He added that the

Nelson/Nygaard recommendation was made prior to this year's solicitation, and that maintaining an annual solicitation allows grantees an opportunity to revise applications in the relatively near future.

Chair Turner asked about the status of the available funding and its potential to be available in one year.

Ms. Newman clarified that the remaining funding would be available in 2013.

Ms. Barlow asked about the amount of funding that was made available in past years.

Ms. Newman replied that the specific funding amount is based on apportionment. She added that the TPB receives approximately \$1 million per program per year, and that a typical solicitation ranges from \$1.5 to \$2 million per program per year.

Ms. Tregoning asked when solicitations went out relative to when the assessment recommendations were made.

Ms. Newman replied that the solicitation went out at the end of January, and that the final report on recommendations from the Nelson/Nygaard study was presented to the TPB in mid-January.

Ms. Tregoning asked if this was the first programmatic assessment of the JARC and New Freedom programs.

Ms. Newman replied in affirmation.

Ms. Tregoning voiced support for Vice Chairman Wells' statement about the importance of allowing applicants to reapply for funding relatively quickly. She also pointed out that almost six times the amount of funding is going to Northern Virginia than is going to either the State of Maryland or to the District of Columbia in this funding cycle.

Mr. Erenrich asked if there was any fear of lapsing federal funds.

Ms. Newman replied that the programs are currently using FY2011 and FY2012 funding, and that the carryover funding would be FY2012 money.

Mr. Wojahn commented on the geographic location of grants. He said that between 2007 and 2010, the District received funding for five JARC grants and seven New Freedom grants, as well as one combined JARC/New Freedom grant. He said that Northern Virginia has received funding for six JARC and three New Freedom grants, and that Maryland has received funding for five JARC and five New Freedom grants. He emphasized that the geographic allocation between all three jurisdictions has been generally even throughout the years.

Mr. Weissberg commented about the timing of the TPB receiving this information. He said that most items come to the TPB as informational items one month in advance, but that this was the

first he is hearing about these programmatic changes.

Ms. Klancher clarified that the selection process was set up by the TPB in 2007 in order to meet federal requirements to be competitive. She added that the TPB also adopted a selection framework, which includes designating an independent Selection Committee to make recommendations on the projects. She said that the recommended projects were released the Thursday prior to the TPB meeting, which is akin to other public comment procedures of the TPB.

Ms. Bowser thanked the members of the Selection Committee and Mr. Wojahn for his service as Chair of the committee. She acknowledged the program's growing competition, and said that this kind of competition did not exist several years ago. She reiterated the importance of geographic distribution in the amount of funding that is distributed. She advocated for the continuation of soliciting applications on an annual basis, and she suggested the TPB might want to move forward in allocating the additional funding, considering that so many worthy applicants submitted proposals.

Ms. Klancher said that the Selection Panel's decision was based on the merits of each application. She reinforced that the practice of the Selection Committee has been to fund good projects, not necessarily spend all the funding for that year.

Ms. Bowser asked for clarification that the recommended applicants are those that fit all the criteria, and the applications that were not recommended for funding do not fit all the criteria.

Ms. Klancher responded in affirmation.

Ms. Hudgins emphasized the importance of setting goals related to funding. She said that she sees an opportunity for improvement in the applications that were not recommended for funding. She asked if there are priorities that are set at the beginning of each solicitation process.

Ms. Klancher replied that the Human Services Transportation Coordination Task force establishes priorities when it prepares the solicitation each fall.

Mr. Wojahn added that the Nelson/Nygaard report acknowledged the thorough and transparent application process that allows applicants to know what the selection criteria are in advance.

Chair Turner reiterated that a motion was made and seconded to adopt Resolution R17-2012.

Vice Chairman Wells moved to amend Resolution R17-2012 calling for the Selection Committee to offer another solicitation in 2013.

Ms. Hudgins seconded the motion.

The Amendment passed unanimously.

Resolution R17-2012 to approve CY2012 projects for funding under the JARC and New Freedom Programs of the Federal Transit Administration was passed unanimously.

8. Approval of an Amendment to the FY2011-2016 TIP that is Exempt from the Air Quality Conformity Requirement to Include Funding for the I-95 HOV/HOT Lanes Project as Requested by the Virginia Department of Transportation (VDOT)

Chair Turner introduced Resolution R18-2012, a resolution to amend the FY 2011-2016 Transportation Improvement Program (TIP) to modify funding amounts for the I-95 HOV/HOT Lanes Project and to exempt those funding modifications from Air Quality Conformity requirements.

Mr. Moore of the Virginia Department of Transportation provided some context for the Board, noting that the funding modifications were first brought to the Board in February and were now being made permanent in light of cost estimates becoming more clear. He said that the exact funding amounts will be finalized in July, at which point VDOT could return to the Board with a more detailed briefing.

Resolution R18-2012 was moved by Mr. Moore, seconded by Mr. Smith, and was approved unanimously by the Board.

9. Briefing on the Draft Air Quality Conformity Assessment of the 2012 CLRP and FY 2013-2018 TIP

Ms. Posey provided an overview of the Draft Air Quality Conformity Assessment of the 2012 Constrained Long-Range Plan (CLRP) and FY 2013-2018 Transportation Improvement Program (TIP). She noted that Board members had received the draft summary report of the assessment and that the full report was available on the COG/TPB website. She called attention to the two main new elements in this year's conformity analysis, compared to last year: new Round 8.1 cooperative forecasts of population and employment for the region, which reflect, in part, 2010 Census data; and new information about the characteristics of the region's vehicle fleet. She explained that the revised population and employment forecasts and the updated vehicle registration data both reflect the slowing economy, with population and employment forecasts revised downward somewhat, and a slower replacement rate of older vehicles. These, she said, resulted in forecast decreases in vehicle trips and vehicle miles traveled (VMT) and increases in transit trips compared to last year's analysis using older input data.

Ms. Posey explained that, as part of the Air Quality Conformity analysis, the TPB analyzed ozone season pollutants (VOC and NOx), fine particle pollutants, precursor NOx, direct PM2.5, and wintertime CO for the region. She said that emissions were analyzed for 2007, 2017, 2020, 2030, and 2040, and she showed the Board the different geographic areas of analysis for different pollutants. She said that the analysis showed that VOCs, ozone season NOx, precursor NOx, and fine particle pollutants were all well below established budgets for the designated timeframes. She noted, however, that although a decrease in vehicle trips and VMT would

ordinarily result in decreased future emissions, the aging of the vehicle fleet, which results in a slower turnover to cleaner, more efficient vehicles, actually resulted in significant increases in future emissions compared to earlier forecasts. She said that the draft results of the analysis were available for public comment until July 14, and reminded the Board that it will be asked to adopt the analysis, the TIP, and the CLRP at its next meeting on July 18.

Mr. Mendelson asked how the forecasts presented by Ms. Posey compared with the forecasts previously shown to the Metropolitan Washington Air Quality Committee (MWAQC). Mr. Kirby explained that the forecasts were made for different years using different emissions forecasting tools, and that it is hard to compare the absolute values. But he said that the forecasts are all headed in the same direction. He said that staff are currently running an analysis using the same emissions forecasting tools that should allow for easier comparisons, and that the results of that analysis should be available in mid-July in time for the next TPB meeting on July 18 and the next MWAQC meeting on July 25.

10. Briefing on the Draft 2012 CLRP and FY 2013-2018 TIP

Mr. Austin briefed the Board on the Draft 2012 Constrained Long-Range Plan (CLRP) and FY 2013-2018 Transportation Improvement Program (TIP). He reminded the Board of the timeline that was followed in developing both documents, including the original call for projects in October 2011, a public comment period on projects submitted by the state DOTs, local agencies, WMATA and the TPB in January and February of this year, approval by the Board at its February 15 meeting of the proposed inputs to the Air Quality Conformity analysis, and the preparation of the final documents that has occurred since February.

Mr. Austin described six significant new projects that have been added to the CLRP for 2012, or changes that have been made to projects that have been present in earlier versions of the document. The first was creation of Southeast Boulevard from the 11th Street Bridge to Barney Circle in the District of Columbia, a new project set to be complete by 2015 at a cost of \$80 million. The second project was a bus rapid transit route between the Van Dorn Street and Pentagon Metrorail stations, which is also a new project set to be complete by 2016 at a cost of \$100 million in capital expenses. The third project was an auxiliary lane on northbound I-395 between Duke Street and Seminary Road in Arlington County, a new project to be complete in 2015 at a cost of about \$20 million. The fourth highlighted project was a change in completion date from 2030 to 2013 for four HOT lane interchanges on I-495 in Virginia. The fifth project was removal of a project in the City of Fairfax to widen US 29 between US 50 and Eden Place from four to six lanes. And the sixth project was the Manassas National Battlefield Park Bypass, a new project anticipated to be complete in 2035 at a cost of \$305 million.

Mr. Austin also provided an overview of the FY 2013-2018 TIP, which he said is a compilation of six-year programming from the state DOTs, local agencies, WMATA, and the TPB. He said it includes 355 project line-items at a total of \$15.77 billion spanning all travel modes. He explained to the Board that 51 percent of the funding in the proposed TIP is from state and local agencies, with the remainder coming primarily from federal and private sources. He said the

share of funding from private sources has grown since the last update to the TIP two years ago. Finally, he explained that a quarter of the spending in the proposed TIP is on roadway improvements, while 59 percent of spending is on transit, which includes the Metrorail extension to Dulles Airport. He also pointed out that the 2 percent of spending on bicycle and pedestrian projects is somewhat misleading, as that only counts projects that exclusively address bicycle and pedestrian users and not the bicycle and pedestrian accommodations that accompany many roadway projects.

Mr. Austin reminded the Board that the FY 2013-2018 TIP and the 2012 CLRP were both released for public comment on June 14 and that comments can be submitted and reviewed online at mwcog.org/tpbpubliccomment. He also said that the Board will be asked to approve both documents at its next meeting on July 18.

11. Briefing on the Montgomery County Executive's Task Force Report and Recommendations on Implementing a Rapid Transit System

Chair Turner introduced this presentation as part of an effort to spotlight a project or issue from member jurisdictions at TPB meetings. He introduced Councilmember Elrich from Montgomery County.

Mr. Elrich, referring to a PowerPoint presentation, provided an overview of the efforts to implement a Rapid Transit System, also referred to as Bus Rapid Transit, in Montgomery County. He discussed the role of the County Executive Appointed Task Force to review a rapid transit proposal that could accommodate the growth in the County. He discussed the County's directional congestion patterns, and how rapid transit could address this congestion while keeping capital costs relatively low. He discussed the environmental benefits of building a new transit system, and said that rapid transit could contribute to carbon dioxide reductions.

He described some main features of a rapid transit system as it might be implemented in Montgomery County, which includes separate running ways, high service frequencies, linear routes, off-board fare collections, and using internet technologies to provide information to customers about arrivals. He also discussed vehicle appearance, and the importance of public perceptions in ensuring success of the system. He thanked those who helped the Task Force, including Ms. Slater, who he said was one of the executives on the appointed committee, as well as WMATA, Montgomery County DOT, and the Maryland State Highway Administration.

He pointed out examples of rapid transit that the Task Force considered, including in Eugene, Oregon; Cleveland, Ohio; and Las Vegas, Nevada. He stated that the Executive's Task Force report, which includes 160 lane miles of rapid transit along three major corridors in the County, was released in May. He summarized the development along each corridor, and emphasized how rapid transit could provide transportation solutions to the pending growth. He concluded by stating that the recommendations of the report will go before the County Executive, who will then make recommendations to the County Council. He added that all of the suggested rapid transit routes are presently in front of the Planning board, and need to be added into the Master Plan of Highways. He said that he anticipates that the County Council will take action on this item in early 2013, at which point the County will look towards implementation. He discussed potential funding scenarios, as well as opportunities for connectivity to other jurisdictions.

Chair Turner thanked Mr. Elrich, and noted the large amount of press this proposal has received.

Mr. Wojahn invited Mr. Elrich to College Park to discuss rapid transit. He asked how the County is working to balance minimizing costs with the need for right-of-way.

Mr. Elrich replied that although Montgomery County had many median strips removed from several streets, medians still exist along the three main corridors that would provide access for a rapid transit system. He added that a new road code, which calls for lane narrowing, has been introduced, and that the County is also considering lowering speeds in anticipation of heavier development. He said that the County is reviewing the idea of occasionally taking a lane out of service as well.

Chair Turner thanked Mr. Elrich.

12. Update on the Development of the TPB Regional Transportation Priorities Plan (RTPP)

The update on the development of the Regional Transportation Priorities Plan (RTPP) was postponed in the interest of time, in light of the RTPP work session that occurred immediately prior to the Board meeting, and because a more formal interim report is due to the Board in July.

13. Briefing on the Possible Addition of Tolling on I-95 in Virginia

Mr. Moore introduced Mr. Andrew Cabaniss of Parsons Brinckerhoff to provide the Board with an update on a VDOT application to the Federal Highway Administration (FHWA) to toll a portion of I-95 in Central Virginia. Mr. Cabaniss explained that the tolling project is intended to help offset a \$9.6 billion gap in funding for reconstruction and rehabilitation of I-95. He said that the current plan proposes tolls of approximately two cents per mile. He explained that the current proposal includes one tolling location, south of Petersburg, Virginia, and that the single tolling point would use a single gantry and would have all-electronic or open-road tolling as well as a cash option. He said the proposed tolling scenario would be expected to generate between \$35 and \$40 million each year to help accelerate improvement projects that have already been planned for the corridor. He explained that VDOT currently has conditional provisional approval from FHWA, and that final approval could come as early as the fall.

Mr. Kirby asked Mr. Cabaniss whether the proposed system would prevent or discourage people from leaving the freeway to avoid the tolls. Mr. Cabaniss confirmed that the system as proposed would minimize the incentive for drivers to try to use alternate routes through the corridor to avoid paying the tolls.

14. Other Business

No other business came before the Board.

15. Adjourn

The meeting adjourned at 2:09 p.m.