

METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS



Commuter Connections Subcommittee

MEETING MINUTES

Tuesday, January 18, 2005

Chairperson: Sharon Affinito, Loudoun County
Vice Chairperson: Leanne Landry, WMATA
Staff Contact: Nicholas Ramfos (202) 962-3313

Item #1 Introductions

Ms. Affinito began the meeting by introducing herself and asked all who were in attendance to do the same. The attendance sheet was signed by everyone. (*See attached attendance sheet*).

Item #2 Minutes of November 16, 2004 Meeting

The Subcommittee approved the minutes of the last meeting, November 16, 2004.

Item #3 FY04 Employer Satisfaction Survey Report

The FY04 Employer Satisfaction Survey Report which had been previously reviewed and approved by the Employer Outreach Ad-Hoc Group, was reviewed by the Subcommittee and approved.

Item #4 FY04 Bike To Work Day Report and Final Results

Mark Hersey presented the final results of the FY-04 Bike To Work Day event. He stated the Steering Committee's goals for the event was 4,000 participants. He affirmed that they had coverage across the counties. Dignitaries came and spoke, including COG's Chairman, also spoke at the DC stop.

Mr. Hersey stated that although a pit stop was lost in Gaithersburg last year, the Charles County Council offered to have a pit stop in downtown La Plata. This allowed Bike To Work Day to now have three in Loudoun, one in Frederick County, and one in Tri County. Mr. Hersey stated that there will be a meeting on February 10, and the Steering Committee will be going over ideas of sponsorships and planning.

Finally, Mr. Hersey stated that the Steering Committee had approved this Report back in November. Ms. Affinito asked for a motion to endorse the report. The Subcommittee endorsed the report for release.

Item #5 FY06 Commuter Connections Work Program

Mr. Ramfos brought attention to the cover memo sent to the TPB technical committee meeting in January. He discussed the current impact of the Commuter Connection Work Program multi year funding schedule.

- Table 1, shows the FY04 – FY09 TIP which is the most recently approved federal TIP. The FY05 – FY10 TIP is awaiting approval.
- Table 2 are each of the program elements in the work program.
- Table 3 shows a comparison from FY05 to FY06, which shows about ½ million dollar drop in the current schedule and is broken down by states. The drop is because they will be completing the standard commuting initiatives and also stabilizing in terms of mass marketing programs.

The funding shares are decreasing as they are approaching more into maintenance activities. They are also in the process of putting together some options and getting some of the funding equities.

Attached is a memo which states the Committee will be doing a complete review of the program. The results of this review will be incorporated into the FY06 work program. The Committee is also in the process of putting together some options for each state, and will be sent out to them by the end of the week. This information will also be going to the Board.

Ms. Affinito inquired what is the Subcommittee required to do with this document. Mr. Ramfos stated that this was just an FYI and after determinations have been made regarding funding, the Subcommittee will be informed what the next steps will be.

Ms. Affinito asked to show hands as to how many people had read the document. A few hands were raised. Ms. Affinito informed the attendees that it is important look at documents, because it does affect what we do out there, selling and promoting our products and that any documents that are sent out should be read and comments and information should be provided to the Subcommittee.

If anyone had any questions regarding the program elements, they were instructed to contact Mr. Ramfos.

Item #6 DDOT Congestion Management Task Force Report

Damon Harvey with DDOT gave a brief summary to the Subcommittee on the recently produced Downtown Congestion Management Report. Any information including the power point presentation will be made available through Mr. Harvey via email or phone contact.

The Mayor of DC announced that DDOT would have a task force to look at congestions and how to mitigate congestion in the downtown area. Approximately 350 thousand people commute to the District and about 50 percent of the economy and new jobs were generated over the last five years. Below are some important factors that were discussed.

- Working together to improve downtown mobility
- Study Area : M Street, Northwest, as the Northern Border; M Street, Southwest, as the southern boarder; 23rd Street, Northwest around the Foggy Bottom area as the western border, and North Capitol Street as the eastern boarder.
- Recommendation: Making public transportation a more efficient and attractive option; Optimizing downtown traffic circulation patterns; Improving the management of curbside space; Improving the management of on- and off-street parking; Enabling smarter traveler choices
- Downtown Circulator: The buses for the downtown circulator project has already been purchased, through WMATA and DDOT and they are natural gas buses. Operations should begin in FY05, and anticipate the annual operating cost of \$6.7 million.
- Increase supply of transit: Additional metro road cars, buses and maintenance/customer facilities are in the works. We need \$95 million for metro buses, \$48 million for maintenance facilities, and \$30 million for customer facilities. DDOT is working with WMATA in securing funds from the Federal government and other regional sources.
- Dedicated regional funding: Work with MCOG, the federal government, the private sector to develop options for dedicated regional dedicated funding source for metro and greater federal support.
- Curbside Management: Use GIS data to adapt curbside regulations to actual site-specific needs and conditions; Tighten regulations to allow only active loading and unloading; Extend loading zone hours to 11 AM in some areas
- Parking Management: Encourage shared parking; Increase short-term parking availability by opening the former Convention Center to public short-term parking; Encourage greater availability of reasonably priced short-term parking in private off-street facilities

- Eliminate subsidized parking at government agencies downtown: The District will lead by example; Office of Property Management will undertake parking review; Replace with market-priced parking or “parking cash out” option; Council will pursue this with federal agencies

Mr. Harvey stated that the program is being reviewed and council will pursue with federal agencies and give a report.

Item #7 FY05 Placement Rate Survey

Lori Diggins with LDA Consulting gave the preliminary results from FY05 Placement Rate Study.

Ms. Diggins stated that she has been doing these placement surveys for quite a while and that this was the eleventh survey. The results she presented was from the last three annual survey. She stated the final report will be available in early February for the Subcommittee to review. If anyone would like a copy of this presentation to contact Nick Ramfos.

Below are some of the data which were presented.

Although we survey in November, we took a random sample of 700 commuters who applied to Commuter Connections' Ride Share program between July and Sept of the year, because it is the most representative period of the year

- **Survey collected data on:** We were looking for change, after they got their information from Commuter Connections? What were doing before they got this information? What information did they receive, what information did they use? What improvements would they like to see in Commuter Connections?
- **Placement Survey Purpose:** Functions primarily is base on change and satisfaction of the program. There are two reasons we are collecting this information:

1) Program Management, Commuter Connections Operations Center uses this information to see if there are any new markets they should be looking into, are any changes in the Market and anything different about the population that is being interviewed.

2) We are collecting information from this survey to estimate trip, VMT, and emissions from Commuter Operations Center and from the software upgrade component of and Integrated Rideshare.

- **Respondent Demographics:** On demographics we are not seeing much change between 2002, 2003 and 2004, in either employer size or type. When we have a survey with 700 respondent this is about plus or minus 3 1/2%.

The population is overwhelmingly 35 and above. Looking at 35 to 50, we get about 50% of the people are in that age group. The population of distribution of men and women and ethnic group remains constant. With income, the percentage of people with 100K or more is increasing and probably due to inflation.

- **Survey Analysis:** Ms. Diggins presented a quick overview from the preliminary results. Looking at the travel patterns, variables for calculations factors, and service use and satisfaction.

Item #8 SmartTrip Farebox Update

Dick Siskind with WMATA had to leave since the meeting went over the time limit. He will give an update on the expansion of the SmartTrip; farebox at the next meeting which will be on March 15.

The meeting adjourned at 2:15pm.

COMMUTER CONNECTIONS SUBCOMMITTEE MEETING SIGN-IN SHEET Tuesday, January 18th, 2005

Please place a ✓ beside your name, or add it using the space provided on the second to last page.
&
Please cross out your e-mail if you DO NOT wish to receive information electronically.

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