

TRANSPORTATION PLANNING BOARD

Technical Committee Minutes
for meeting of

June 28, 2013

**TPB TECHNICAL COMMITTEE MEMBERS AND ALTERNATES
ATTENDANCE - June 28, 2013**

DISTRICT OF COLUMBIA

DDOT Mark Rawlings
DCOP Dan Emerine

MARYLAND

Charles County -----
Frederick Co. Ron Burns
City of Frederick -----
Gaithersburg -----
Montgomery Co. Gary Erenrich
Prince George's Co. -----
Rockville -----
M-NCPPC
 Montgomery Co. -----
 Prince George's Co. -----
MDOT Lyn Erickson
 John Thomas
MTA -----
Takoma Park -----

VIRGINIA

Alexandria Pierre Holloman
Arlington Co. Dan Malouff
City of Fairfax -----
Fairfax Co. Mike Lake
Falls Church -----
Loudoun Co. Lou Mosurak
Manassas -----
Prince William Co. -----
NVTC -----
PRTC Nick Alexandrow
VRE -----
VDOT Rahul Trivedi
VDRPT -----
NVPDC -----
VDOA -----

WMATA

WMATA Danielle Wesolek

FEDERAL/OTHER

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

COG Staff

Ron Kirby, DTP
Robert Griffiths, DTP
Elena Constantine, DTP
Andrew Austin, DTP
Doug Franklin, DTP
Mark Pfoutz, DTP
Ron Milone, DTP
Andrew Meese, DTP
Jane Posey, DTP
Eric Randall, DTP
Yu Gao, DTP
Ben Hampton, DTP
Wendy Klancher, DTP
Feng Xie, DTP
Sarah Crawford, DTP

Other Attendees

Bill Orleans

TRANSPORTATION PLANNING BOARD

June 28, 2013

Technical Committee Minutes

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

Minutes were approved as written.

2. **Update on the Draft Air Quality Assessment of the 2013 CLRP and FY 2013-2018 TIP**

Ms. Posey indicated that she would not go over the presentation, as she already covered it at the last meeting. She mentioned that she gave the presentation to TPB, MWAQC TAC, and the conformity subcommittee. She noted that no comments were received, but that she expected a comment letter from MWAQC. She said that the only changes since last month's presentation were the completion of all the VDOT alternatives for the 2025 analysis year and the addition of a TERM summary table. She indicated that she would not discuss the TERM table, as Ms. Constantine was going to present that during another agenda item. She noted that the public comment period ends on July 13th, and that the TPB was expected to adopt the conformity analysis and CLRP and TIP at the July meeting.

Mr. Kirby asked what is going to happen regarding the various VDOT alternatives. Ms. Posey stated that the CTB is expected to select an alternative prior to the TPB meeting in July. One of the four alternatives has no project improvement in that area. If the CTB does not make a selection, the analysis with no project improvement will be used. The TPB could then come back at a later date and select a different alternative, and it would not be necessary to rerun the conformity analysis.

3. **Update on the Draft 2013 CLRP**

Mr. Austin stated that the CLRP projects were released for public comment at the June 13 Citizens Advisory Committee meeting. Public notice was also provided by email and on the COG web site. He said the CLRP projects were presented to the TPB at their June meeting and that there was some discussion between Mr. Zimmerman and VDOT on the change to the I-495 HOT lanes project. Mr. Austin noted that the presentation included an incorrect completion date on this project and that it had been changed from 2014 to 2015 in the materials released for comment.

Mr. Austin noted that only one comment had been received to date and that was in support of the VA 28 Manassas Bypass Study. He added that the comment period would close on July 13 and the TPB would be asked to approve the CLRP at their July meeting.

Mr. Trivedi said there was a revised cost estimate for the widening of the northern segment of the HOT lanes and asked if the project description could be revised to clarify

that the change to the HOT lanes project would be 2 lanes in each direction, not 4 lanes in each direction.

Mr. Erenrich inquired about the I-495 HOT lanes shoulder-use project that he had read about in the news. Mr. Kirby said that this project would be addressed as part of a TIP amendment at the TPB Steering Committee meeting later that day but that it was not an overall increase in capacity beyond what had already been included in the CLRP. Mr. Trivedi noted that this was just a part of an existing, approved CLRP project. Ms. Posey added that this would not change how the project is coded in the modeling network.

4. Briefing on Regional Car Free Days 2013

Mr. Franklin told the committee that Car Free Day began in Europe nearly 20 years ago, and takes place as part of Mobility Week where the focus is on sustainable mobility, and its positive effects on traffic congestion, the environment, and the quality of life. Car Free Day is celebrated worldwide in 1,500 cities on September 22nd. The largest Car Free Day celebration is in Bogotá, Columbia's capital and largest city. He said that Car Free Day draws lots of media attention, mostly of a positive nature. Other U.S. cities that have Car Free Day celebrations include San Francisco, Portland and others.

D.C. Councilmember Wells first introduced Car Free Day to the District in 2007. In 2008, Commuter Connections worked with Wells' office to expand Car Free Day throughout the National Capital Region. Commuter Connections promotes and organizes Car Free Day together with a network of members within each of the COG jurisdictions and holds bi-monthly Car Free Day Steering Committee meetings.

Car Free Day promotes, transit, bicycling, walking and teleworking. Despite the event's given moniker, in the Washington metropolitan region, the concept is not anti-car, simply anti- Single Occupant Vehicle.

Given that, Commuter Connections also encourages "car-lite" methods of getting around on Car Free Day, such as carpooling and vanpooling.

In 2013, World Car Free Day occurs on Sunday, September 22nd, and international mobility week occurs September 16th-22nd. In order to include a weekday commute as part of the Car Free Day celebration, the 2013 event will be recognized during a three-day period from Friday, September 20th through Sunday, September 22nd.

The web site for the event is www.carfreemetrodc.org, where a pledge form allows citizens to promise to be car free or car-lite during all or part of the three-day long celebration. The pledge form also asks what mode of transportation will be used on Car Free Day. Donated prizes such as Capital Bikeshare memberships, SmarTrip cards and transit passes are raffled off at random to those who try or use transportation

alternatives. The primary target participants are SOV drivers and secondarily, those already in alternative modes. Last year 7,000 pledged on the web site.

The theme for Car Free Day 2013 is “Park it, for a whole day or more, September 20- 22, 2013.” The Car Free Day facebook page is very popular and has amassed over 3,000 “likes”, compared to about 600 for MWCOC’s facebook page.

One of the ways Commuter Connections gets the word out about Car Free Day is through transit signage. Photo examples of a Fairfax Connector bus tail, and a Ride On bus king were shown. Ad space was provided at no cost, and Commuter Connections paid for the printing. WMATA also provided signage and a rotating tile ad on the Metro web site, which delivered even greater exposure.

Participation in 2012 was strong by inner and middle core jurisdictions. The top three in order of number of pledges were the District, Montgomery County, and Arlington/Fairfax Counties tied for third.

There was however, participation from all jurisdictions, including the outer ring suburbs.

A pie chart indicated travel by mode percentages. On the pledge form, more than one mode could be selected. Walking was the most frequently cited transportation mode as many combine walking with other modes.

An internet tracking report indicated that last year nearly 18,000 visits were made by 14,900 unique visitors to the Car Free Day web site, who viewed 41,400 pages. The top three referral sites for Car Free Day were www.mwcog.org, www.washfm.com and www.wmata.com.

Mr. Franklin told the Committee that the July 2013 TPB meeting will include a proclamation for Car Free Day. TPB members will be asked to participate by pledging to use transportation alternatives on Car Free Day. An enlarged foam-core mounted proclamation will be signed by Chairman York for symbolic and photo op purposes.

Beginning August 1st, Commuter Connections will conduct media outreach and launch a new marketing campaign in order to get the word for the upcoming 2013 Car Free Day event. Commuter Connections will also secure sponsors to donate prizes for the raffle. Pledge data will be analyzed following the event to determine emission reduction impacts.

Currently there is no survey conducted as a follow up to Car Free Day.

The jurisdictions have been asked to organize local events centered on car free activities, preferable involving street closures. In some sense, there is a natural connection between Car Free Day and Bike to Work Day, however it was acknowledged that logistically it is more difficult to set up a street closure for Car Free Day than to host a Bike to Work Day pit stop. In order to encourage citizens to try transit, as part of the Car Free Day celebration, Frederick County TransIT will provide free rides on buses.

5. **Briefing on the Draft TPB Regional Transportation Priorities Plan (RTPP)**

Mr. Kirby gave a quick update on the status of the Regional Transportation Priorities Plan, providing the Committee with a slightly refined version of the detailed outline presented at the Committee's last meeting on June 7. He said the refined version is what was distributed to the TPB at its meeting on June 19.

Mr. Kirby reported that staff were writing to the presented outline and that a full draft document would be posted on July 11 for the TPB mailout. He said the document would serve as the basis for a work session scheduled to occur immediately prior to the July 17 TPB meeting, during which members of the Board, Technical Committee, Citizens Advisory Committee, and any other interested individuals could discuss the draft plan and provide input.

According to Mr. Kirby, the draft will follow the same structure that has been presented all along, which he said is critical: first spelling out the region's goals; next, identifying the biggest challenges in achieving those goals; and, finally, identifying strategies to address the challenges. He said that what will be new in the draft is a section outlining the results of the public opinion survey that occurred between April and July, and a section synthesizing the survey results and spelling out specific priority recommendations.

Mr. Kirby made two additional points regarding the plan. First, he said that the ongoing strategy in the plan to maintain Metro (in addition to other transit systems) and a long-term strategy to provide capacity improvements to Metro, especially in the core, match closely the recommendations of WMATA's Strategic Plan, *Momentum*. He said that finding wasn't all too surprising. Second, he said that the critical next issue is how the strategies identified in the plan will turn into specific projects at the state and local jurisdiction level. He reiterated that specific projects would have to be developed through local planning processes since they are location specific.

Finally, Mr. Kirby said that on July 17 staff will be looking for answers to the following questions regarding the draft plan: Have we missed something major? Have we mischaracterized the challenges or strategies? How do we make the Priorities Plan an effective document for our regional constituencies?

The only question pertaining to the draft plan was from Ms. Erickson, who asked what specifically would be in the mailout for members to review prior to the July 17 work session and Board meeting. Mr. Kirby said that a complete draft would be available, that the Citizens Advisory Committee would be briefed at its meeting on July 11, and that comments from the CAC would come out at the July 17 work session.

During Mr. Kirby's presentation, the Committee also engaged in a short, mostly unrelated conversation about the need to increase commuter rail and inter-city rail capacity across Long Bridge over the Potomac River.

Mr. Erenrich noted that the bridge actually belongs to CSX, and so the District doesn't have complete jurisdiction over plans to increase capacity on the bridge. He pointed out that, in Montgomery County, plans to add a third track along the MARC commuter rail line were complicated by the fact that CSX owns the tracks there. He also said that getting waivers from CSX for the Capital Crescent trail and for the Purple Line were nearly impossible, that there's essentially no room to negotiate with the freight railroads on such matters.

6. Briefing on Proposed Recipients Under the FY 2014 Transportation/Land Use Connection (TLC) Program

Ms. Crawford provided a presentation summarizing a memorandum that was distributed at the meeting on the proposed recipients for technical assistance under the FY 2014 Transportation/Land-Use Connections (TLC) Program. She provided a summary of technical assistance completed under previous rounds of TLC, as well as an overview of the FY 2014 TLC Program project solicitation. She summarized the projects recommended for funding by the TLC Selection Panel and priorities outlined by the panel for the FY 2015 TLC project solicitation.

Mr. Malouff asked if the TLC Selection Panel strives to balance the available funding between the three state-level jurisdictions.

Ms. Crawford responded that it does consider this as one of its goals in allocating funding, but that the panel cannot always ensure even distribution of funding. She added that MDOT contributes \$160,000 towards technical assistance, which may seem to skew the perception of even distribution.

Mr. Erenrich asked if staff plans to provide to the TPB the reasons why certain projects were not recommended for funding.

Ms. Crawford said that staff has traditionally provided this information via e-mail to the applicant after the TPB meeting. She said staff outlines reasons why the panel did not select the projects, as well as how the project might be improved in the future.

Mr. Emerine noted that the DC Office of Planning appears successful this round and expressed appreciation for the projects recommended for approval. He attributed this to the fact that DCOP participated in the abstract process and found that to be helpful in honing its applications. He added that it would be interesting to convene a regional meeting midway through the project process to gather staff and consultants working on several projects with overlapping topics in order to compare findings, perhaps enriching each individual project.

Ms. Crawford said she was glad that DCOP found the abstract process to be helpful and emphasized that while staff provides input on abstracts, the TLC Selection Panel does not receive any information about the abstract process and only reviews the applications.

Chair Erickson said that MDOT has historically requested that its funding towards technical assistance be used towards projects focusing on transit-oriented development. She said MDOT is open to suggestions from jurisdictions about how that funding might be better focused to meet jurisdiction, regional, and state needs. She said MDOT is striving to achieve better coordination between its programs and the programs in which it participates.

7. Briefing on Proposed Projects for Funding Under the MAP-21 Transportation Alternatives Program

Ms. Crawford provided a presentation summarizing a memorandum that was distributed at the meeting on the competitive process for selecting projects and the proposed projects for funding under the FY 2013 and FY 2014 Transportation Alternatives (TA) Program project solicitation in the District of Columbia and Maryland, and the FY 2014 TA Program solicitation in Virginia. She provided a summary of the process TPB staff used to develop the regional TA Program, as well as an overview of the regional TA Program project solicitation. She summarized the projects recommended for funding in the District of Columbia, Maryland, and Virginia. She said funding would carry over to subsequent solicitations in Maryland and Virginia. She said she is working with DOT staff to determine potential reasons for under subscription to the program, as well as ways to better publicize the funding in the future. She outlined the next steps for each jurisdiction and the TPB's role into the future.

Mr. Malouff asked if there would be any limitations to FY 2014 carryover funding being assigned to projects selected in VDOT's FY 2015 solicitation, specifically related to the ability of jurisdictions to spend or obligate the funding before it expires.

Ms. Crawford said she is not sure and that she will check with VDOT and provide a response prior to the TPB meeting.

Ms. Erickson said she is not sure about expirations dates, but that funding typically needs to be obligated within three years.

Mr. Malouff asked specifically for clarification about when the three year period would begin for projects assigned FY 2014 funding.

Chair Erickson said it would be best to await word from VDOT, but that if there is a shorter time period for that funding, it would help focus the process of developing and selecting better projects that are ready to go, which is a goal for Maryland, among others.

Mr. Orleans asked why only two projects were submitted from Maryland jurisdictions.

Ms. Erickson referred to the former Transportation Enhancements Program and noted that MDOT required that projects provide a 50 percent match and be very well developed. She said that MDOT funded most of the TE projects it received, as the application process was so rigorous that many jurisdictions chose not to participate or only participate when submitting a solid project.

Mr. Thomas added that funding remains from SAFETEA-LU programs that MDOT is spending on projects that would potentially be eligible for TA. He said that MDOT recently conducted its FY 2012 TE process, and that many jurisdictions might not have been prepared for this solicitation so soon.

Ms. Erickson also said it's not entirely a surprise, as construction projects take more work to get to this point in the process.

Mr. Kirby emphasized the link between the TA Program and the TLC Program. He said it may be useful to review past TLC projects to determine which projects might have components that could be included in a TA application.

Ms. Crawford said it has been two years since staff conducted an evaluation and that it is a good time to again review the past projects.

Mr. Swanson said it is a rather large research project to undertake, as some of the products might not have obvious recommendations and it would take some investigation to determine next steps for some projects.

Mr. Erenrich said the TLC Program has given jurisdictions the opportunity to conduct planning on topics that would not otherwise have been funded. He said it has been a helpful resource in providing information for planning decisions in Montgomery County.

Chair Erickson noted that there are plenty of examples of TLC projects that have moved forward to implementation.

8. Briefing on the Highlights of the 2013 State of the Commute Survey for the Washington Region

Mr . Kirby presented preliminary findings from the 2013 State of the Commute Survey, which has been conducted every three years within the Washington region, since 2001.

This telephone survey involved 6,335 randomly-selected employed residents; at least 575 completed surveys within in each of 11 jurisdictions. In addition to traditional land-line households, over 1,000 cell-phone-only households were included. CIC Research, Inc. managed the data collection, and analysis was conducted by LDA Consulting. The survey sample was weighted to adjust for ethnicity.

The State of the Commute survey documents trends in commuting, such as commute modes used, distance traveled, and attitudes about specific transportation services available to commuters in the region. For purposes of the survey, the region was divided into three distinguishable geographies. Inner core, which is D.C., Alexandria, and Arlington; the middle ring, defined as Fairfax, Montgomery, and Prince George's Counties; and the outer ring, consisting of Calvert, Charles, Frederick, Loudoun, and Prince William Counties.

Since 2001, the drive-alone commuting percentage dropped from 70 percent, to 66 percent in 2013, with telework gaining the mode share, while other modes remained essentially unchanged.

SOV mode usage differs within the region, based on home location. The further one lived away from the District, the higher the propensity was to drive alone. Fewer than half of inner core commuters drove alone in 2013, compared with 70 percent of commuters in the middle ring area, and 74 percent of commuters in the outer ring.

Work location also has an impact on transit usage. In 2013, commuters who worked within the inner core area used transit at a significantly higher rate, 33 percent, than did commuters who work in the middle ring, 6 percent, and outer ring core, 2 percent.

Bike/walk, and carpool/vanpool were also used at a higher rate by those who work within the inner core.

The 2013 average commute distance of 16 miles was a half mile less than it was 2007. More than a third of respondents, 38%, traveled fewer than 10 miles for their commutes in 2013, a percent point higher than 2007. The percentage of commuters who traveled 20 miles or more decreased from 34 percent in 2007 to 32 percent in 2013.

The average commute time was 36 minutes in 2013, longer by one minute, compared to 2007. About a third of respondents, 34 percent traveled 20 minutes or less to work in 2013. This was slightly better in 2007, when it was 35 percent. About one in ten commuters, 9 percent traveled more than 60 minutes or more in 2013, a percent higher than in 2007.

Telework growth continued between 2010 and 2013 by 2 percentage points, adding 75,000 new teleworkers for a total of 675,000 for the region. The survey defined teleworkers as wage and salary employees who at least occasionally work at home, or at a telework or satellite center during an entire work day, instead of traveling to their regular work place. Most of the telework growth in the region has been generated by federal agencies, increasing by 11 percentage points since 2010.

In 2013, more than half of teleworkers, 57 percent, did so at least one day per week and 21 percent teleworked three or more days per week; compared with 48 and 17 percent respectively in 2010. The average telework frequency in 2013 was 1.4 days per week, an increase over the 2010 frequency of 1.3 days per week.

Three in ten workers in 2013 said their employer had a formal telework program, whereas about half, 49 percent, said their employer did not allow telework. Nearly six in ten teleworkers, 58 percent did so under a formal employer program in 2013. Most teleworkers, 73 percent, found out about telework from their employers, and one in ten teleworkers received information from Commuter Connections/COG.

In 2013, 470,000 non-telework commuter respondents, or 18 percent, felt they had job responsibilities that could be performed through telework and would like to telework. Six in ten of commuters interested in telework in 2013 stated that would like to do so regularly, and four in ten would like to telework at least occasionally.

In 2013, half of respondents lived less than half mile from a bus stop, and 65 percent lived less than one mile. Access to a train station was less convenient than a bus, as a dramatically lower 17 percent lived less than 1 mile from a train station.

In 2013, more commuters had an easier commute than the year before, 17 percent compared to 12 percent in 2010. In 2013, slightly more commuters were satisfied with their commute, 64 vs. 62 percent in 2010.

The percent of respondents who recalled hearing or seeing commute ads in the past year was lower, 55 percent in 2013, than it was in 2010, at 58 percent. A clear majority of regional employees, 62 percent, have heard of Commuter Connections; a slight decline since 2010, when it was 64 percent.

More than half, 57 percent, of respondents said their employers offered commute incentives or support services in 2013. This is a drop from the 61 percent availability in

2010; possibly due to recession cost-cutting measures. The most widely used employer service in 2013 was use of a transit/vanpool subsidy; used by 57 percent of respondents with access to the service.

Next steps for the 2013 Commuter Connections State of the Commute is to conduct a review of the technical report, hold an open comment period, and finalize and publish the report in FY14.

9. Update on an Analysis of Transportation Emissions Reduction Measures (TERMs) for Possible Use in Air Quality Conformity Assessments

Ms. Constantine spoke to a PowerPoint presentation on the overview of Transportation Emissions Reduction Measures (TERMs) analysis for the 2013 CLRP and FY 2013-18 TIP. She identified the reasons for the necessity of the TERMS update, followed by an introduction of the new TERMS programs and the corresponding methodology to estimate regional mobile emissions reduction by each of the TERMS programs. As part of the presentation, the resulting emissions reductions from each of the four broad TERMS categories were presented before they were added for a grand total of all TERMS. In order for the resulting emissions reductions from TERMS to be assessed in a proper context, EPA-developed emissions reductions from both the CAFE and TIER3 Vehicle Emission & Fuel Standards were included in the presentation. Mr. Erenrich suggested that the horizontal axis in the regional VMT reductions chart should be evenly scaled. Ms. Constantine accepted the suggestion and explained that the chart was mainly focusing on the VMT reduction (vertical axis) and that the recommendation would be incorporated in subsequent revisions of the presentation.

Mr. Thomas asked about the definition of the “slug lots”. Ms. Constantine replied that for the purposes of the TERMS analyses they were Park & Ride lots that are not served by transit and where informal carpooling takes place. Mr. Burns asked for the confirmation that the P&R lots which are served by transit will not be in the Slug Lot category. Ms. Constantine confirmed it.

10. Update on the Development of the Final Report of the TPB Bus On Shoulders (BOS) Task Force

Mr. Randall spoke to a memorandum on final steps for the Task Force. After meeting in April, a third technical memorandum on benefit-cost analysis was drafted and distributed for comments, of which many were received. A revised tech memo and a draft final report will be sent out to the task force in early July. Members of the task force would have until the end of August to review the draft report and provide comments. An additional task force meeting may be needed to finalize the report, and the co-chairs of the task force favor this option. Such a meeting would likely be

scheduled prior to the September 18 TPB meeting. The final report of the task force would then be prepared for presentation to the TPB at its October 16 meeting.

11. Additional Business

None

12. Adjourn