

**TRANSPORTATION PLANNING BOARD**

**Technical Committee Minutes**  
*for meeting of*  
**April 1, 2011**

**TPB TECHNICAL COMMITTEE MEMBERS AND ALTERNATES  
ATTENDANCE - April 1, 2011**

**DISTRICT OF COLUMBIA**

DDOT                    Mark Rawlings  
DCOP                    Colleen Mitchal

**MARYLAND**

Charles County        -----  
Frederick Co.         John Thomas  
City of Frederick     -----  
Gaithersburg         -----  
Montgomery Co.      Gary Erenrich  
Prince George's Co.   Lou Farber  
Rockville             -----  
M-NCPPC  
  Montgomery Co.     -----  
  Prince George's Co. Faramarz Mokhtari  
MDOT                  Lyn Erickson  
                             Reena Mathews  
                             Mark Baskin  
MTA                     -----  
Takoma Park          -----

**VIRGINIA**

Alexandria            Pierre Holloman  
Arlington Co.         Jennifer Fioretti  
City of Fairfax        Alexis Verzosa  
Fairfax Co.            Robert Owolabi  
Falls Church          -----  
Loudoun Co.            George Phillips  
Manassas              -----  
Prince William Co.    -----  
NVTC                    -----  
PRTC                    Anthony Foster  
VRE                     -----  
VDOT                    -----  
VDRPT                  David Awbrey  
NVPDC                  -----  
VDOA                    -----

**WMATA**

WMATA                 Mark Kellogg  
                             Eric Dahlberg

**FEDERAL/OTHER**

FHWA-DC              -----  
FHWA-VA              -----  
FTA                     Melissa Barlow  
NCPC                    -----  
NPS                     -----  
MWAQC                 -----

**COG Staff**

Ronald Kirby, DTP  
Gerald Miller, DTP  
Mark Pfoutz, DTP  
Bob Griffiths, DTP  
Mark Moran, DTP  
Ron Milone, DTP  
Andy Meese, DTP  
Andrew Austin, DTP  
Michael Farrell, DTP  
Nick Ramfos, DTP  
Elena Constantine, DTP  
Eric Randall, DTP  
Karin Foster, DTP  
Dusan Vuksan, DTP  
Rex Hodgson, DTP  
Deb Bilek, DTP  
David McMillion, DPSH  
Sunil Kumar, DEP  
Leah Boggs, DEP

**Other Attendees**

Randy Carroll, MDE  
Julie Hershorn, Chair, Regional Bus Sub-Committee  
Bill Orleans

# TRANSPORTATION PLANNING BOARD

April 1, 2011

## Technical Committee Minutes

---

### 1. **Welcome and Approval of Minutes from March 4, 2011 TPB Technical Committee Meeting**

Minutes were approved as written.

### 2. **Briefing on Regional Bike to Work Day 2011**

Mr. Ramfos spoke to a PowerPoint presentation regarding upcoming activities for the region's Bike To Work Day event. He stated that Bike to Work Day will be held on Friday, May 20<sup>th</sup> and the event was implemented regionally by Commuter Connections over a decade ago. Participation in the event began with about 1,000 commuters and last year there were over 9,000 event participants.

Next, Mr. Ramfos stated that a regional survey is conducted of Bike To Work Day event participants every three years as part of the Commuter Connections TERM Analysis. The purpose of survey is to measure impacts of event participation and to assess use of bicycles for commute travel before and after event. Mr. Ramfos stated that survey results will be used in the regional TERM Analysis Report. The most recent survey was conducted in November 2010 and was administered via e-mail to approximately 9,000 event participants and 3,038 completed questionnaires were received, representing a 34% response rate.

Mr. Ramfos reviewed additional results from the survey including that 2010 was the first Bike to Work Day event for 32% of the respondents. Seventeen percent of the respondents never commuted by bike before participating in Bike to Work Day. Ten percent of participants started riding to work after the event and 22% started riding more often.

Mr. Ramfos stated that Bike to Work Day coincides with National Bike to Work week. Several TPB members participate in the event. The event participation goal set for 2011 is a 10% increase from last year and translates to 10,100 event participants. The TPB is slated to review and approve a Bike To Work Day Proclamation during their meeting this month. There will be a record 49 "pit stop" celebrations throughout region. There are fifteen new pit stops this year. The new pit stops are mainly in the District of Columbia and in Prince William County.

Next, Mr. Ramfos showed a map of the 49 pit stop locations both inside and outside of the Beltway. Then he showed the marketing materials and stated that the event is free and open to all commuters in the National Capital Region. The event also has its own Facebook and Twitter pages. This year there were a record number of corporate sponsors that were recruited to support the event. Interested participants can register at [www.waba.org](http://www.waba.org). Participants will receive free t-shirts, refreshments, and a chance to win free donated bicycles.

Mr. Ramfos also stated that there is an employer focus to the event. The event encourages business community to support bicycle-friendly culture and participating

bicyclists collectively work for over 1,000 various employers in the region. Bicycling to work benefits employers through reduced parking overhead, and better employee health and fitness by lowering absenteeism and health care costs. He also stated that an “Employer Challenge” luncheon will be held for one of five employers that have the highest amount of participants. The winner will be selected through a prize drawing after the event. The purpose of the event will be to honor those employees from that employment site that participated in the event with a luncheon.

As part of the event, the Washington Area Bicyclist Association (WABA) forms Commuter Convoys led by experienced bicyclists to help empower commuters to try bicycling to work. Free Bike to Work guides are also available from Commuter Connections as well as free Confident City Cycling classes offered by WABA. A donated bicycle rack will also be raffled off to an employer.

Next, Mr. Ramfos explained and showed screen shots from the Commuter Connections Bike Path Finder. He also stated that bicycling to and from work is covered through Commuter Connections’ Guaranteed Ride Home program.

Mr. Erenrich asked how the event relates to the various transit providers in the region. Mr. Ramfos stated that in some cases, the transit providers may sponsor a pit stop location and in others, the provider may be at some of the pit stops to demonstrate using a bike on transit. Mr. Erenrich also asked about the results from the survey and what obstacles have kept participants from bicycling more. Mr. Ramfos stated that the main reason pertained to the weather.

Mr. Phillips asked how bicycling can be used as part of developer proffers and be integrated into land use decisions. Mr. Ramfos stated that Mr. Farrell, is the COG/TPB Bicycle/Pedestrian staff contact and that he may have some examples of where this may have occurred. Commuter Connections also works with employers to implement bicycling programs at their worksites. There is a regional Bike to Work Guide produced by Commuter Connections that targets employers and/or developers that’s available in print and on-line.

### **3. A Briefing on Proposed Amendment to the FY 2011-2016 TIP to Include WMATA’s FY2012 CAPITAL Improvement Program**

Mr. Dahlberg distributed a hand-out and stated that WMATA was requesting this amendment to the FY 2011-2016 TIP to bring FY 2012 into alignment with their own Capital Improvement Program, allowing them to apply for federal grants. Several committee members expressed concern that the TIP amendment summary tables were confusing and did not explain the exact nature of the changes being proposed.

Mr. Kirby noted that this item was scheduled to go to the TPB for approval at their April meeting. He asked Mr. Kellogg if it was possible to present the amendment to the TPB as a notice item and then bring it back for approval in May. Mr. Kellogg stated that a delay would prohibit WMATA from applying for a number of critical federal grants until the amendment was approved. Members of the Committee suggested that WMATA should include a letter that outlined and summarized the changes being proposed. It was also suggested that the summary tables be reconfigured to clearly differentiate the

current counts, proposed amounts and differences between the two. Mr. Kirby recommended that the amendment text and summary be oriented more towards the TIP than the WMATA budget. Ms. Barlow also recommended that WMATA consider grouping projects together in the TIP to provide for more flexibility across similar project types. Mr. Austin noted that he would assist in the production of a revised set of TIP tables to include with the amendment.

#### **4. Briefing on a the TPB Transportation Planning Process Certification Summary Report**

Ms. Barlow explained that as required by federal regulations, the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) conducted a certification review of the transportation planning process for the Washington region on April 19-20 and April 29, 2010. She said that a draft summary report on the certification review was provided to TPB staff on March 24 and that FTA and FHWA staff were waiting for their comments. She indicated that the biggest issues in the report concern the Fredericksburg Area Metropolitan Planning Organization (FAMPO). It is covered in the certification review because a small portion of the Washington Transportation Management Area (TMA) includes part of Stafford County which is in the FAMPO area. She said that there are several issues in the report that FAMPO must address, including its planning and programming agreement with TPB and Title VI planning.

Mr. Kirby explained the relationship between FAMPO and TPB and reviewed the development of their 2004 planning agreement. He commented that while a federal certification review applies to the entire Washington TMA, the FAMPO population is about 1 percent of the TMA. He pointed out that about 20 percent of the certification report is devoted to FAMPO issues including corrective actions. He reviewed the reasons why the federal corrective action calling for FAMPO to update its agreement with TPB for selecting federally funded projects in the FAMPO region should not be changed. He also explained why it is not appropriate for the FTA 5307 funding sub-allocation procedures to be included in the agreement. He said that TPB staff would work with FAMPO staff to rectify the FAMPO Title VI issues identified in the report regarding training, producing a plan, and analyzing impacts on different socio-economic groups.

Mr. Erenrich inquired when the deadline was for the federal certification of the planning process.

Ms. Barlow said that certification is required every four years and the last one was in March of 2006.

Ms. Erickson commented that the draft report contains recommendations regarding the TIP and STIP processes.

Mr. Kirby said that TPB staff comments will be submitted early next week. He said that he expects that this report can be finalized in a month or two and then it will come to the Technical Committee and the TPB.

## **5. Update on the FY 2011 US Department of Transportation (DOT) Budget and the Reauthorization of the Surface Transportation Program**

Mr. Kirby, referring to a PowerPoint presentation, provided an update on the FY2011 USDOT budget and on the reauthorization of the federal surface transportation authorizing legislation. He discussed the various budget extensions from FY2011 and the corresponding reductions to federal transportation funding. He also summarized proposed budget legislation that would fund the federal government for the duration of FY2011. He provided an overview of administration and congressional commitments to reauthorize SAFETEA-LU, the federal surface transportation authorizing legislation. He mentioned that the administration and Congress will have difficulty coming to agreement on the scope and details of the legislation, and summarized the administration's reauthorization proposal as reflected in the President's FY2012 budget request to Congress.

Ms. Barlow pointed out a correction on slide 4 of the PowerPoint presentation, indicating that the Federal Railroad Administration is abbreviated as "FRA."

Ms. Bilek noted the correction.

Mr. Erenrich commented mentioned that Montgomery County Executive Mr. Leggett would be testifying the following week in front of the Senate Committee on Environment and Public Works, and asked if there are any themes that he should highlight as he contributes to the testimony.

Mr. Kirby said that important themes include streamlining program structures, and supporting initiatives such as the National Infrastructure Bank that provide federal funding for national projects.

Mr. Mokhtari asked if there were any calculations in funding that pertain to the region if the federal government were to streamline its program structure.

Mr. Kirby replied that the formula funding structure is the driver, and that consolidating programs will likely not affect the overall amount of funding.

Mr. Erenrich commented that it is difficult to predict the amount of funding that would contribute towards a national program.

Mr. Kirby reinforced the importance to have infrastructure bank-type programs that are truly discretionary. He said the competitive programs that wind up being distributed equitably undermines the credibility of the discretionary process.

## **6. Briefing on COG's Proposed Regional Major Incident Response Action Plan**

Mr. McMillion, Director of COG's Department of Public Safety and Health, presented, referring to the action plan document that was in the mailout package. The action plan was developed by COG staff at the request of the COG Board of Directors, and was approved by the COG Board at the March 9 meeting.

The action plan document provided background information; observations on the January 26 storm; a set of frequently asked questions and responses; and a proposed action plan with four focus areas: 1) Improve real-time information or situational awareness among local, state, and federal government agencies with operational authority or responsibilities; 2) Improve real-time information to the media and the public; 3) Improve regional coordination; and 4) Strengthen and focus decision-making.

Also at the March 9 meeting, the COG Board formed a Major Incident Response Steering Committee, charged with the action plan, to report back to the COG Board in November. The Steering Committee will work with various technical committees and policy boards as appropriate on aspects of the plan.

Mr. McMillion noted that some steps had already been taken, including that the MATOC Program staff provisionally has begun sending out Regional Incident Coordination and Communication System (RICCS) messages (previously sent out primarily by emergency management agencies) regarding transportation incidents, and that the COG "snow call" time has been moved back from 3:30 A.M. to 3:00 A.M.

Mr. Farber suggested that more local jurisdictional representatives be added to the Steering Committee, notably representation from Prince George's County. Mr. McMillion responded that the COG Board, in forming the Steering Committee, tried to keep the number of participants at a minimum; the chair of the Emergency Managers Committee was on the Steering Committee to represent all the jurisdictional emergency managers, not just his particular jurisdiction.

Mr. Mokhtari suggested that a focus area be added regarding assisting members of the public who got stranded. Mr. McMillion responded that the emergency management focus has been on encouraging the public to shelter in place, and encouraging employers to keep emergency supplies on hand of food and water for such situations.

Mr. Erenrich asked whether this effort will identify projects to relieve bottlenecks to transportation during emergencies, including the possibility of a top ten list of projects for evacuation. Mr. McMillion responded that there will be multiple transportation representatives on the committee to address the topic of transportation needs.

In response to a question from Mr. Ramfos regarding media representation on the committee, Mr. McMillion responded that the chair of the Public Information Officers Committee is on the panel, and is expected to outreach to the media and other stakeholders during the effort.

Mr. McMillion concluded by asking Committee members to share with COG staff any jurisdictional after-action reports for the January 26 storm.

## **7. Briefing on the Regional Bus Priority and Rapid Bus Projects**

Mr. Randall presented an overview of bus priority and its implementation challenges. Highlighted was the work that the TPB has done or supported in terms of regional cooperation on bus priority treatments. This presentation and the overview of TIGER

projects presented the previous month are to be combined into one presentation for the TPB at their April 20<sup>th</sup> meeting.

Mr. Baskin asked that more information on the work in Maryland performed by the MTA be included in the overview.

## **8. Update on the Version 2.3 Travel Demand Model Development**

Mr. Milone distributed copies of his presentation to the Committee. He explained that the Version 2.3 model development has been steadily progressing with oversight by the TPB Travel Forecasting Subcommittee (TFS). The Version 2.3 model is planned to be used to support upcoming air quality conformity work.

The TFS last convened on February 28, at which time TPB staff distributed two draft documents, the Version 2.3 calibration report and user's guide. Since that meeting staff has been working on the evaluation of the Version 2.3 transit assignment results and the application results of the model for the year 2040. Although several requests of the draft Version 2.3 model have been received, TPB staff will not release the model until the forecast results have been thoroughly evaluated. Staff anticipates that the Version 2.3 model will be ready for release at a special TFS meeting scheduled for April 29.

## **9. Review of Regional Priority Bus Projects**

Ms. Hershorn from WMATA, Chair of the TPB Regional Bus Subcommittee, presented a list of regional bus projects identified as priorities by subcommittee members. Eight themes were presented, including: Serving Customers, Connecting the Region, Bottlenecks and Hot Spots – Bus Access to Regional Hubs / Activity Centers, The DC Core – Downtown DC Bus Center & Bus Stops, Regional Transit and Intermodal Transfer Centers, Providing the Fleet – Bus Facilities, Service Needs and Changes, Federal Relocation & BRAC. This presentation will be given to the TPB in May.

Mr. Awbrey mentioned a ten-month study in Prince William County that should be included in regional priorities.

Mr. Erenrich asked that the summary and next steps of the presentation be expanded to include more specifics on what the list is intended to accomplish and how it can assist the region in moving forward with bus projects.

Mr. Phillips confirmed that Loudoun County has participated, but noted the omission of them from the listing. This will be corrected.

Mr. Farber questioned the timing of this report. Ms. Hershorn clarified that a previous list was developed in 2008, and the subcommittee felt it was time to develop a new list due to the regional changes that have taken place. It was also clarified that the listing is not of projects intended to go into the next TIP, but rather that the list positions the region for competitive grant opportunities and provides regional themes for bus planners to consider.



## **10. Review of Additional Transportation Performance Measures for the 2010 CLRP**

Mr. Hodgson, reviewing to a slide presentation, presented the Committee with a set of measures related to the performance of the 2010 CLRP and progress toward meeting the region's transportation goals.

He explained that these performance measures are meant to supplement the other performance measures that were presented to the Committee and Board in November 2010 and to the Committee and Priorities Plan Scoping Task Force in February 2011.

After presenting the additional performance measures, Mr. Hodgson indicated that these measures would be shared with the Priorities Plan Scoping Task Force at their April 20 meeting. He also stated that these measures would be incorporated into the comprehensive performance analysis of the 2010 CLRP and an assessment of progress toward meeting regional transportation goals, which will be documented in an expanded 2010 CLRP document.

Ms. Erickson commented that MDOT would work to provide the necessary data for TPB staff to include in the performance analysis.

## **11. Other Business**

Ms. Boggs asked the Committee members to save the date for April 29 for the "Electric Vehicle Forum for Metropolitan Washington Local Governments" saying that there would be a lot of good presenters at the forum.

Mr. Kirby reminded members that "Regional Freight Forum" is taking place on April 27.

## **12. Adjourn**