

TPB TECHNICAL COMMITTEE ITEM #1



National Capital Region  
**Transportation Planning Board**

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## Technical Committee Minutes

For the meeting of  
**MARCH 8, 2018**

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**TRANSPORTATION PLANNING BOARD**  
Technical Committee Meeting

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**Minutes**

**1. Welcome and Approval of Minutes from the February 2, 2018 Technical Committee Meeting**

Participants at the meeting introduced themselves. A motion was made to approve the minutes. The motion was seconded and was approved unanimously.

Ms. Erickson noted that this meeting was originally scheduled for Friday, March 2, but was postponed because of the extreme weather conditions that day.

**2. Approval of the FY 2019 Unified Planning Work Program (UPWP)**

Ms. Erickson presented information on the TPB's Unified Planning Work Program (UPWP). The UPWP is an annual or biennial statement of work identifying the planning priorities and activities to be carried out within a metropolitan planning area. In short, the UPWP is the staff budget to carry out the TPB's priorities and federally required activities for each year. The fiscal year starts July 1, and these budgets must be approved in March to give the Federal and State funding agencies time to issue approvals and authorizations before work can begin.

The TPB will be taking three actions at the March meeting to approve the budget for next year and to effectively maximize the TPB's ability to spend the federal funding in the most efficient way possible. The first action is to amend the TPB's current 2018 UPWP to identify funding and activities that staff will not be completing in FY 2018. The second action the TPB will take is to "carry over" this funding and make it available to program into the FY 2019 UPWP. The third action is to approve the new FY 2019 UPWP.

The TPB staff proposal to identify funding and activities that staff will not be completed in FY 2018 was discussed, and the "carryover" funding was presented. Ms. Erickson also discussed upcoming TPB board activities as well as annual activities. Mr. Brown suggested summarizing the item briefly since board members will have heard much of the information at the February meeting.

**3. Approval of the Draft FY 2019 Commuter Connections Work Program (CCWP)**

Mr. Ramfos referred to the handout that was in the agenda packet and reviewed the information that was released at the TPB on the draft FY 2019 CCWP at the February 21, 2018 meeting and released for public comment. He stated that there was a question by Chairman Allen during the TPB meeting relating to a drop in the budget for the Marketing program element. Mr. Ramfos stated that he responded that the number needed to be checked and he would report back to the Board on any issues related to the budget. In examining the number further, the change in the budget is reflective of the Howard County CarpoolNow marketing initiative this fiscal year which is a one-time project associated with the program with about a \$200K budget. That program goes away in FY2019; therefore, it seems that there is a slight drop in the overall budget. There is an increase in the overall Marketing budget in FY2019 but since the one-time project budget is not redefected in that budget it seems like there was a budget decrease. Mr. Ramfos stated that this would be explained during the March TPB meeting.

There were no additional comments received or significant changes made to the draft document.

#### **4. 3C Agreement and Letters of Agreement**

Mr. Ritacco presented on the requirements for agreement and written documentation of the regional metropolitan transportation planning process and associated letters of agreement specific for performance-based planning and programming (PBPP) responsibilities. He explained that the board would be briefed on the draft agreements at its March 21 meeting and would be asked to approve TPB's execution at the April 18 meeting.

Titled "Planning Agreement on Performance Based Metropolitan Transportation Planning Responsibilities for the National Capital Region," the "3C" agreement has been significantly revised from the previous version to meet current statutory planning requirements including the new mandate for a Performance-Based Planning and Programming process, found in 23 CFR Subpart C—Metropolitan Transportation Planning and Programming.

The PBPP LOAs provide for provisions specific to the new mandate for a Performance-Based Planning and Programming Process, 23 CFR 450.314(h) instructs Metropolitan Planning Organizations, States, and Providers of Public Transportation to develop specific written provisions.

These provisions include cooperatively developing and sharing information related to transportation performance data, the selection of performance targets, the reporting of performance targets, the reporting of performance to be used in tracking progress toward attainment of critical outcomes for the region of the MPO, and the collection of data for the State asset management plan for the NHS.

Mr. Brown initiated a discussion to clarify who needs to sign onto the PBPP LOAs and concerns on the process for ensuring local jurisdiction action. Staff clarified that the PBPP LOAs are structured as more administrative agreements that would likely not reach board approval, instead codify practices already in-place. Mr. Byrne and Mr. Brown further discussed and clarified the relationship local jurisdictions and transit agencies have with the state DOT on PBPP reporting requirements.

#### **5. Visualize 2045: General Update and Schedule**

Ms. Zeller explained the plan for producing Visualize 2045, the new long-range transportation plan for the National Capital Region. She described the outline of the document and how the various pieces of the TPB's planning activities will be tied together in the plan, as well as the timeline for review and adoption of the plan. She asked for feedback from the Technical Committee on the information shared to help shape the presentation of this information to the TPB which would occur later in the month.

Mr. Brown stated that Mr. Allen and other board members will probably be interested to hear about the seven priority initiatives and they may ask questions as to how they are being advanced for implementation. He also asked about the use of the word "CLRP" which is a very familiar term that is part of some Virginia statutes, and he requests that there still be some reference to the CLRP even though this plan is not using that as its name.

Mr. Whitaker said that when the board adopts Visualize 2045 and passes a resolution, the resolution could state that projects in the constrained element of Visualize 2045 serve as the CLRP projects which could help meet the Virginia requirements. He added that the current round of Smart Scale will not be affected because the reference point for that is the currently adopted CLRP.

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Mr. Srikanth responded to Mr. Brown's first question, saying that chapter 5 of Visualize 2045 will include a comparison of the constrained element projects and the seven priority initiatives. On Mr. Brown's second question, Mr. Srikanth said staff is aware of the use of the term "CLRP" in Virginia statute, and emphasized that the presentation included reference to the constrained element of the plan which will be the new iteration of the CLRP. He added that the resolution to adopt Visualize 2045 can include a "whereas clause" that establishes Visualize 2045 as fulfilling the role of the formerly-known CLRP, as Mr. Whitaker had suggested.

Mr. Byrne added that the federal terminology has changed over time regarding regional long-range transportation plans which impacts what MPOs call the plans.

Mr. Brown asked if the final document will be released as a digital document, since there will be many references to other documents within the plan and it would be helpful to have links. Ms. Zeller replied that yes, the documents will be released digitally in a library on the Visualize 2045 website. He also asked if there would be printed copies and Ms. Erickson said that printed copies would be for documentation purposes. She also added that any amendments to Visualize 2045 will be taken care of online and that the plan document will live as the main documentation for four years.

Mr. Brown asked where the project list for projects in the constrained element would be. Ms. Erickson said that the CLRP database will be available for looking up projects, and Ms. Zeller added that an appendix to Visualize 2045 will also include the list of projects.

Mr. Whitaker said that he thinks Visualize 2045 is a significant advance for the TPB, and that he is happy to see a vision for the plan. He said he thinks that providing a printed plan document could help the board advance policy in the region. He also expressed support for the two non-motorized initiatives being added to the list of aspirational initiatives in addition to the five from the Long-Range Plan Task Force.

Mr. Brown added his enthusiastic support for the planning process.

## **6. Visualize 2045: Phase 2 Public Outreach**

Mr. Swanson briefed the committee on Phase II public outreach activities for Visualize 2045, which are planned for this calendar year. He described Phase I activities conducted in 2017, which included development of branding, a website and newsletter, but he said the outreach activities in Phase I largely focused on a public input survey, which received more than 6,000 responses. He said that outreach during Phase II would include a series of nine public forums in the spring and three open houses in the fall. He described key features of the forums, which will begin in April. He asked the committee for suggestions regarding how the sessions should solicit quality input and how participation can be maximized.

Mr. Brown suggested it would be helpful to conduct a forum online as an interactive webinar.

Mr. Swanson said staff would consider that suggestion.

Mr. Brown asked about the timing for these sessions – would they be conducted during the day or evenings, weekdays or weekends.

Mr. Swanson said the sessions would likely be conducted during weekday evenings. But he said that a webinar could be done during the day.

Ms. Erickson said that the Baltimore MPO successfully conducted such an online session.

Mr. Whitaker said that VDOT did a crowd-sourcing activity for pedestrian and bicycle planning. He also suggested that the media should be contacted to help publicize the events.

Ms. Zenner said that COG staff has conducted online forums in the past. She also said that the consultants will provide suggestions for these kinds of innovative approaches.

Mr. Brown said that the VDOT headquarters was a good location for a meeting.

Mr. Whitaker said that during live meetings at their headquarters, they have provided simultaneous video feeds to satellite locations.

Ms. Erickson noted that the board will be asked to provide feedback on how these sessions should be planned.

Mr. Brown said that meeting materials should more explicitly highlight the key points that TPB staff want the board members to think about prior to the next board meeting.

## **7. National Capital Region Freight Forum Review**

Mr. Schermann briefed the committee on the National Capital Region Freight Forum held on October 31, 2017. The theme of the forum was “freight as an enabler of livability.” The National Capital Region Freight Forum was planned and hosted through a partnership among TPB staff, the Federal Highway Administration, the Volpe Center, and the Institute of Transportation Engineers as well as three local jurisdictions; Arlington County, the City of Frederick, and the District Department of Transportation.

The Forum consisted of (1) a panel session focused on a review of urban freight challenges across the nation and within the region, (2) a breakout session that examined the ways that freight is an enabler of livability, (3) a review of recent research on proven strategies for improving freight performance in urban areas, and (4) a breakout session where participants worked on identifying promising strategies to address the specific urban freight challenges in three regional neighborhoods.

The Forum revealed several key findings for the region. First, the growth of e-commerce and the desire by many people to live in dense, amenity-rich neighborhoods are increasing the demands

placed on the limited supply of roadway and curbside space. Second, higher densities and a diversity of uses near each other, features desired by many residents, lead to increases in freight demand as well as greater competition for curbside space from transit buses, bicyclists and pedestrians, freight delivery vehicles, and others. The freight forum introduced the participants to research-supported initiatives that can help address these challenges.

Mr. Brown noted that the freight forum information, in a condensed format, would be of interest to the Board. Mr. Srikanth highlighted the fact that the Volpe Center is drafting an executive summary of the Freight Forum that will highlight the key takeaways.

## **8. Performance-based Planning and Programming: CMAQ Emissions Measure**

Mr. Gaskin gave a presentation on PBPP concerning the CMAQ Program Performance Measure of Emissions Reduction. Matthew first gave an overview of the CMAQ Program in general. He spoke of the main purpose of the program, to provide funding for transportation projects that will provide relief in either roadway congestion or the reduction of pollutant emissions in nonattainment and

maintenance areas. In the second half of the presentation, Matthew spoke specifically of the CMAQ Programs performance measure of Emissions. He spoke about the responsibilities of both state DOTs as well as the TPB. The overall responsibility for both entities being the coordination of developing a methodology for both two- and four-year targets.

The presentation was concluded by Mr. Gaskin explaining the next steps in this process of setting targets for this measure. This includes continued coordination with state DOTs and other related entities, a timeline of the process, and development of the CMAQ Performance Plan.

Mr. Srikanth asked Mr. Gaskin if he could identify the fiscal years for the two and four-year targets. He responded, the two-year targets are for FY2018 and FY2019. The four-year targets are for FY 2018-FY2021.

Mr. Brown asked Mr. Nampoothiri if these targets would have any impact with what Northern Virginia does in terms of CMAQ or RSPP Funds. Mr. Nampoothiri responded that from what he has heard, no, but that he is currently working with Mr. Gaskins and Mr. Randall in ensuring that all stakeholders in line with this.

Mr. Brown commented on how in some instances CMAQ programming has already occurred for the next six years and if these targets would be applicable to those already programmed targets, also adding that all CMAQ projects do not produce quantifiable emissions data.

Ms. Erickson agreed with comments made by Mr. Brown adding that this measure does not accurately capture all the emissions benefits that are occurring.

Mr. Srikanth added a comment that TPB staff are working with state DOTs in the development of a methodology for this target setting. He also added that FHWA is currently working on tools that can be used to calculate emissions benefits, creating a standardized process.

Mr. Whitaker commented that VDOT has already been performing analysis on the emissions benefits for their CMAQ projects.

Mr. Ramfos commented that Commuter Connections does set goals and targets for their programs already.

## **9. Usage of the Regional Integrated Transportation Information System (RITIS)**

Mr. Meese presented, referring to an expanded PowerPoint presentation versus the version provided in the mailout. Today's focus was on use of RITIS in the region – not the “theoretical” of what RITIS is capable of doing, but the “actual” of critical RITIS use cases in the region.

A background and overview on RITIS as a real-time and archive data exchange system was provided. RITIS was conceptualized under TPB subcommittees in 2002 and was developed by the University of Maryland Center for Advanced Transportation Technology starting in 2006. Accounts are available to public sector representatives at [www.ritis.org](http://www.ritis.org). Staff of the Metropolitan Area Transportation Operations Coordination (MATOC) Program provide regular training webinars, their schedule available at [www.matoc.org/training](http://www.matoc.org/training).

Development of the myriad features of RITIS has been driven by many transportation and public safety entities across the country, and through the I-95 Corridor Coalition. Features whose development was paid for by various sponsors have become available to the wider range of RITIS users, noting that there are varying permission/access levels for RITIS users, especially regarding law enforcement-sensitive information.

Users enjoy the benefits of RITIS because of annual financial support from participating states across the country, notably here including DDOT, MDOT, and VDOT. Behind-the-scenes data exchanges between RITIS and other systems may mean that users of those systems do not even know they are utilizing RITIS. Mr. Meese expressed gratitude for the support of our state DOTs both for RITIS overall and for “full” vehicle probe data roadway network coverage. There have been ongoing discussions among the states, the MATOC Steering Committee, and the University of Maryland on RITIS costs, value, and support; documentation of RITIS use cases such as this presentation may help inform discussions of future support.

Mr. Meese turned to describe specific use cases of RITIS in the National Capital Region, first reviewing its real-time situational awareness use in the MATOC Program.

RITIS is used for the Virginia Smart Scale program to score and select potential projects based on an objective, outcome-based process, particularly for travel time reliability information; peak hour/peak period data conversions; and “hot spot” identification. RITIS is specifically cited for use in the official Smart Scale technical manual.

RITIS is used in the Commuter Connections program as the source of real-time traffic conditions information necessary to drive new flextime incentive apps.

Archive data analysis features of RITIS are used in several ways in TPB’s Congestion Management Process (CMP), particularly for vehicle probe data (often data from INRIX). Use of probe data through RITIS has superseded previous resource-intensive field studies including arterial highway floating-car travel time runs and freeway aerial photography surveys. Vehicle probe data are available 24 hours a day, 365 days a year on all major roadways in the region, versus the temporally and spatially limited samples of the previous methods. This has enabled creation of the NCR Congestion Dashboard on a quarterly basis, versus the previous triennial reports.

Specialized analysis networks can also be created based on vehicle probe data through RITIS; TPB has created a “transit-significant” roadway network for the CMP to track congestion trends on the region’s roads most utilized by transit buses, as well as a similar “freight-significant” network. The National Performance Management Research Data Set (NPMRDS) is federally specified for performance-based planning and programming (PBPP) congestion analyses. In D.C., Maryland, Virginia, and several other states that have provided RITIS maintenance and operations funding,

RITIS provides PBPP tools that are more robust than the default NPMRDS website. TPB’s PBPP analyses benefit from these tools.

Examples of special studies using vehicle probe data through RITIS included analyses of traffic conditions during WMATA’s SafeTrack surges, as well as the 2015 Regional Airport Ground Access Study. The airport access study noted cost savings and coverage expansion versus previous studies that used “floating car” methodology.

RITIS remains a critical system for the region’s transportation planning and operations activities, especially through breadth and coverage of data; time and cost-saving tools; data storage and verification already being taken care of within RITIS; seamless “invisible” data exchanges between RITIS and other real-time systems used in the region; and overall strengthening of ties between operations experiences and planning activities.

Mr. Srikanth noted that data and capabilities such as these enable expanded transportation planning activities, such as development of a regional Congestion Management Plan, or analyses that will go into Visualize 2045. Smart Scale, for example, was established because such data are now available. He invited ideas for additional activities to take advantage of these capabilities.

## 10. WMATA Transit Trends and Factors

Ms. Vanderwaart, WMATA, briefed the committee on bus ridership trends for WMATA as well as regional and national trends. She spoke to a presentation that was originally given at a WMATA forum on February 14. She talked about local ridership trends among the regional bus systems as well as DC Streetcar. In general, ridership trends are down. In addition, bus systems across the nation also generally show decreases. Analysis shows this drop is consistent for Metrobus across geographical location, time of day, day of week, season of the year, etc. No single cause can be identified. WMATA is updating a short-range forecasting model and can find some statistically significant factors, including fare prices and service frequency as well as gas prices, regional growth, and bikeshare. WMATA will continue to monitor and research factors that are affecting transit use.

Mr. Brown asked if people are taking advantage of other alternatives or options for travel. Bus ridership is down, but so is congestion. These trends may not be a bad thing. It is very important to know if a paradigm shift is taking place, as this will affect the 20-year future of transportation. Catherine responded that Metro is eyeing these trends; one option might be to run a lighter schedule on Friday if so many employees will telecommute that day. But if these new options are leading to an overall shift in transportation choices, what will be the model in two, five, or ten years? Need to be prepared to adapt to this new normal, but what is it?

Mr. Weissberg added that better data is needed. Catherine responded that WMATA staff are looking to do further analysis where they can, including research at TRB, APTA, and with other transit systems.

Mr. Meese mentioned recent research in Los Angeles, which attributes the decline in ridership to increased car ownership. Catherine agreed on the finding, which stemmed from allowing undocumented immigrants to obtain drivers licenses. Research in this region is less definitive on this as a factor though.

Mr. Milone mentioned the potential of TNCs as a first-mile, last-mile connection, with the TNC firms saying they support transit. Is there any way to partnership with them to offer discounts or other incentives for folks to integrate TNC use with transit? Catherine said this is a possibility, though research indicates that once travelers are in a TNC car they are then reluctant to switch halfway through to a metro trip that is often longer.

Mr. Malouff suggested that TNCs need to be compared to service areas for high-frequency bus and for low-frequency bus to see if there is a difference. Arlington has tried to get some of the privately-held TNC data, but the firms have been uncooperative. Mr. Brown added that a bill was proposed in Virginia to get data and some revenues from TNCs, but that it was voted down.

Mr. Watson noted that microtransit or flex services might be a strategy for bus agencies looking to increase ridership.

Mr. Srikanth closed by noting that the conversation is about mobility, and different options may work on different days for a sole person. He asked if Metro had looked at traffic conditions on specific routes as a possible future research item. He noted that changes like autonomous vehicles are bound to affect the future, but some research on near-term factors might be of immediate use.

## 11. Other Business

Mr. Meese said the traffic signal survey will begin shortly, which will gather information about re-timing and power backups. He said the Traffic Signal Subcommittee is helping to plan the survey and that hopefully around May there will be results to report.

Mr. Meese announced that the COG Traffic Incident Management Initiative (TIME) task force had its kick-off meeting on February 27, and that Mr. Brown is serving on the task force. He said the first meeting gathered lots of great ideas from members and that he will keep the committee updated throughout the process.

Mr. Srikanth provided an update about legislation in Maryland, Virginia and DC to address WMATA's capital budget shortfall, estimated at \$500 million per year. He provided the status update of legislation within each state and shared that the region is getting closer to having a dedicated funding stream for Metro that is mostly bondable. He said the TPB will be briefed on the status which will most likely advance before the TPB meeting takes place.

Mr. Austin asked that anyone who is having trouble receiving emails from TPB please email him at [AAustin@mwkog.org](mailto:AAustin@mwkog.org), and to include the contact info for an IT person in your department. He said the emails are being delivered but security updates on the receiving end are blocking the emails, and that he can help IT staff on the receiving end resolve the issue.

## 12. Adjourn

The meeting was adjourned at 11:50 A.M.

**TPB TECHNICAL COMMITTEE MEMBERS AND ALTERNATES  
ATTENDANCE – March 8, 2018**

DISTRICT OF COLUMBIA

DDOT Mark Rawlings  
DCOP -----

MARYLAND

Charles County -----  
Frederick County -----  
City of Frederick -----  
Gaithersburg -----  
Montgomery County -----  
Prince George's County Victor Weissberg  
Rockville -----  
M-NCPPC  
Montgomery County -----  
Prince George's County -----  
MDOT Tyson Byrne  
David Rodgers  
Takoma Park -----

VIRGINIA

Alexandria -----  
Arlington County Dan Malouff  
City of Fairfax Chloe Ritter  
Fairfax County Malcolm Watson  
Falls Church -----  
Fauquier County -----  
Loudoun County Robert Brown  
Manassas -----  
NVTA Sree Nampoothiri  
NVTC Patricia Happ  
Prince William County Paolo Belita  
PRTC Betsy Massie  
VRE -----  
VDOT Norman Whitaker  
Regina Moore  
VDRPT Ciara Williams  
NVPDC -----  
VDOA -----  
WMATA Allison Davis

FEDERAL/REGIONAL

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

COG STAFF

Kanti Srikanth, DTP  
Lyn Erickson, DTP  
Ron Milone, DTP  
Tim Canan, DTP  
Andrew Meese, DTP  
Nicolas Ramfos, DTP  
Andrew Austin, DTP  
Michael Farrell, DTP  
Matthew Gaskin, DTP  
Charlene Howard, DTP  
Ken Joh, DTP  
Martha Kile, DTP  
Arianna Koudounas, DTP  
James Li, DTP  
Jessica Mirr, DTP  
Mark Moran, DTP  
Jane Posey, DTP  
Eric Randall, DTP  
Sergio Ritacco, DTP  
Jon Schermann, DTP  
John Swanson, DTP  
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Alex Brun, MDE  
Christopher Pyle, JFHQ NCR/MDW  
Marc Savioli, JFHQ NCR/MDW  
Catherine Vanderwaart, WMATA  
Elisabeth McCollum, JMT  
Bill Orleans