



**Maryland Department of Transportation**  
The Secretary's Office

**Larry Hogan**  
Governor

**Boyd K. Rutherford**  
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**Pete K. Rahn**  
Secretary

February 15, 2017

The Honorable Bridget Donnell Newton, Chair  
National Capital Region Transportation Planning Board  
Metropolitan Washington Council of Governments  
777 North Capitol Street, N.E., Suite 300  
Washington DC 20002

Dear Chairman Newton:

As was presented to the National Capital Region Transportation Planning Board (TPB) at the January 18<sup>th</sup>, 2017 board meeting, the Maryland Department of Transportation (MDOT) requests the following amendment to the bylaws:

“Designated alternate representatives of the local government representatives ~~need not be elected officials, but~~ must be appointed by their local governing body, and if the designated alternate representative is not an elected official, they must be an employee of the participating jurisdiction’s government.”

MDOT receives planning funds from the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA), which is then divided between our seven MPOs. As the agency responsible for MPO funding, MDOT is also responsible for providing and receiving federal oversight as it relates to all MPO activities. Most of Maryland’s MPOs are multi-state, and the federally-required planning practices of regional transportation planning bodies must be held to the highest standards of accountability given the duties the MPO boards have to accomplish. Elected official membership and participation is essential to metropolitan planning process; it adds another layer of accountability so that the TPB and Maryland’s MPOs can serve the citizens they represent. The board membership structure in all of our other MPOs requires that the primary member be an elected official. The standard practice for designating the alternate member is that they either be another elected official or an employee of the local government for that particular jurisdiction.

Additionally, MDOT is currently in the process of preparing for a federal review of our MPO activities and responsibilities, and given that we updated the TPB’s bylaws to expand remote participation, the requirements for membership came to our attention while reviewing the bylaws. This update to the bylaws would provide better accountability and bring the TPB up to the same standards of the rest of our state, ensuring consistency for our federal oversight.

My telephone number is \_\_\_\_\_  
Toll Free Number 1-888-713-1414 TTY Users Call Via MD Relay  
7201 Corporate Center Drive, Hanover, Maryland 21076

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We appreciate your cooperation in this matter. Should you have additional questions or concerns, please contact Ms. Kari Snyder at 410-865-1305, toll free 888-713-1414 or via e-mail at [ksnyder3@mdot.state.md.us](mailto:ksnyder3@mdot.state.md.us). Of course, please feel free to contact me directly.

Sincerely,



Tyson Byrne  
Manager, Regional Planning  
Office of Planning and Capital Programming

cc: Ms. Kari Snyder, Regional Planner, Office of Planning and Capital Programming,  
MDOT