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**TRANSPORTATION PLANNING BOARD**  
**MEETING MINUTES**  
February 21, 2018

**MEMBERS AND ALTERNATES PRESENT**

Charles Allen, DC Council  
Bob Brown, Loudoun County  
Christian Dorsey, Arlington County  
Marc Elrich, Montgomery County  
Gary Erenrich, Montgomery County  
Jason Groth, Charles County  
Rene'e Hamilton, VDOT  
Neil Harris, City of Gaithersburg  
Cathy Hudgins, Fairfax County Board of Supervisors  
John D. Jenkins, Prince William County  
Shyam Kannan, WMATA  
Sakina Kahn, DC Office of Planning  
Kacy Kostiuk, City of Takoma Park  
R. Earl Lewis, Jr., MDOT  
Tim Lovain, City of Alexandria  
Dan Malouff, Arlington County  
Phil Mendelson, DC Council  
David Meyer, City of Fairfax  
Ron Meyer, Loudoun County  
Bridget Donnell Newton, City of Rockville  
Marty Nohe, Prince William County  
Mark Rawlings, DC-DOT  
Jeanette Rishell, City of Manassas Park  
Rodney Roberts, City of Greenbelt  
Kelly Russell, City of Frederick  
Linda Smyth, Fairfax County Board of Supervisors  
David Snyder, City of Falls Church  
Brandon Todd, DC Council  
Sam Zimbabwe, DDOT

**MWCOG STAFF AND OTHERS PRESENT**

Lyn Erickson  
Andrew Meese  
Ron Milone  
Eric Randall  
John Swanson  
Andrew Austin  
Ken Joh  
Charlene Howard  
Lori Zeller  
Abigail Zenner  
Sergio Ritacco  
Rich Roisman  
Michael Farrell

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Arianna Koudounas	
Matthew Gaskin	
Dusan Vuksan	
Debbie Leigh	
Deborah Etheridge	
Wendy Klancher	
Paul DesJardin	COG/DCPS
Greg Goodwin	COG/DCPS
Bill Orleans	Hack
Kari Snyder	MDOT
George Phillips	Prince William County
Nydia Blake	Prince William County
John Kent	COG/DCPS
Andrew Mowry	Loudoun County
Mike Lake	Fairfax County DOT
Andrea Lasker	Prince George's County
Monica Backmon	NVTA

### **1. PUBLIC COMMENT ON TPB PROCEDURES AND ACTIVITIES**

Mr. Schwartz thanked the TPB and its staff for all the work it has done on Metro funding. He referenced the Coalition for Smarter Growth's Fund It, Fix It campaign and its work with the Metro Now coalition and Metro's need for a full \$500 million. He also asked that as the board considers the UPWP, it considers how the work of the Long-Range Plan Task force ideas can be incorporated into the TPB's work.

Mr. Whitfield asked that a sense of regional fairness be considered for funding transportation projects in the region. He said that residents of Fairfax and Loudoun counties pay an unfair share of tolls on the roads to pay for projects like the Silver Line.

### **2. APPROVAL OF MINUTES OF THE JANUARY 17, 2018 MEETING**

A motion was made and seconded to approve the minutes from the January TPB meeting. The motion was approved.

### **3. REPORT OF THE TECHNICAL COMMITTEE**

Mr. Brown said that the Technical Committee met on February 2. At the meeting, the committee was briefed on the process for including the New Hampshire Avenue Bus Rapid Transit project in the Air-Quality Conformity Analysis for Visualize 2045 and the TIP. He said that the committee was updated on the development of Visualize 2045's different elements. He said that there was a briefing on COG's Round 9.1 Cooperative Land-Use Forecast. There were additional briefings on TPB and Commuter Connections work programs for Fiscal Year 2019. The committee was also briefed on a study to determine demand for and strategies to operate long-distance commuter bus services into Northern Virginia and the District from locations beyond the TPB planning area. The final item covered the solicitation for applications for the 2019 Transportation/Land-Use Connections Program.

### **4. REPORT OF THE CITIZEN ADVISORY COMMITTEE (CAC) AND THE ACCESS FOR ALL ADVISORY COMMITTEE (AFA)**

Ms. Kortum said that the Citizens Advisory Committee met on February 15. She said that this was the first meeting of the 2018 committee and that about two-thirds of the committee is serving for the first time. She said that the meeting focused on orientation for these new members. There was a

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presentation from Mr. Srikanth covering the TPB's responsibilities and the role that the CAC plays to help fulfill those responsibilities. Another presentation from Ms. Erickson provided an overview of Visualize 2045. She said that Chair Allen attended the meeting and discussed his goals and plans for the upcoming year. The committee finished the meeting with a discussion about setting priorities for the year ahead. These priorities may include transportation equity and accessibility, and changes to transportation technology.

Ms. Kostiuk said that the Access for All Advisory Committee met on February 8. She said that the committee was briefed on the 17 enhanced mobility grants approved by the TPB at the January board meeting. She said that most of the meeting was spent in small groups discussing unmet transportation needs in preparation for an update to the Coordinated Human Service Transportation Plan. She said that the unmet areas include accessibility of transportation and accessibility of transportation technology. She said that transportation that relies on technology like the Internet and smartphones is not always accessible to people. She said that there is a need for a more centralized information and promotion of existing transportation services for people with limited English skills and disabilities. She said that there is a need for more transit options that cross jurisdiction boundaries, and run at night and on the weekend. She said that the final unmet area is affordability. The committee discussed how transit fares, parking costs, and tolls were barriers for many people, especially those with the lowest incomes. She said that the committee was also briefed on the solicitation for the Transportation/Land-Use Connections Program.

## **5. REPORT OF STEERING COMMITTEE ACTIONS AND REPORT OF THE DIRECTOR**

Mr. Srikanth said that the Steering Committee met on February 2 and reviewed three requests to amend the Transportation Improvement Program (TIP). Two of those were approved by the committee and the third is up for approval by the board at this meeting. The first of the amendments approved by the committee was a request from the District Department of Transportation to add about \$5 million of funding to the TIP to fund the Southern Railroad Bridge and Trail projects. He said that details of this amendment can be found on page 5 to 12 of the director's memo. The second amendment approved by the committee was a request to update the funding information for a number of projects that are on federal land within the TPB planning area. These projects are mostly about resurfacing, trail rehabilitation, and sidewalks. Details of this amendment can be found on page 13 to 22 of the memo. He said that the third amendment was a request from WAMATA to update funding information for all WMATA projects in the TIP to reflect funding amounts proposed in WAMATA's capital budget. The changes are about \$430 million. The committee recommended that the board approve this request.

Mr. Srikanth said that there were no letters sent or received this month. He said that pages 25 and 26 of the memo include a copy of an op-ed written by Chair Allen about the transportation priority initiatives approved by the TPB in December. He said that pages 27 and 28 are a copy of a joint press release from a number of national organizations welcoming the president and Congress's focus on infrastructure. Page 29 is a memo announcing the solicitation of applications to receive technical assistance under the Transportation/Land-Use Connections program.

Mr. Srikanth said that a revised meeting schedule has been circulated. This new schedule changes the date of the November board meeting. The meeting has been moved up a week to Friday, November 16.

## **6. CHAIRMAN'S REMARKS**

Chair Allen thanked staff for their assistance putting together the op-ed that ran in the Washington Business Journal. He said that the COG's Planning Directors Technical Advisory Committee is planning a series of outreach meetings in the spring. He said that board members are reminded to keep pursuing actions to fund WMATA. He asked the board to think about ways to start taking action take the five initiatives approved by the board last year. He recognized that attention over the next few months will be on funding, but later this year he would like the board to think through some of the policy and

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legislative ideas that cut across jurisdictions and fit with the five initiatives.

## **ACTION ITEMS**

### **7. VISUALIZE 2045: REVIEW OF COMMENTS RECEIVED AND APPROVAL OF THE ADDITIONAL MONTGOMERY COUNTY PROJECT SUBMISSION INTO THE CONSTRAINED ELEMENT FOR THE AIR QUALITY CONFORMITY ANALYSIS FOR VISUALIZE 2045 AND THE FY 2019-2024 TRANSPORTATION IMPROVEMENT PROGRAM**

Mr. Austin referred to his memo that summarized comments and received responses for the constrained element and air-quality conformity analysis. He said that a second public comment period ran from January 19 to February 17. Seven groups of comments were received. Five of the comments related to the New Hampshire Avenue Bus Rapid Transit project. Comments about the New Hampshire project said that the project would reduce pollution and increase access to jobs benefitting low-income communities. Other comments said that the project was critical for the White Oaks Science Gateway master plan and that the project should be accelerated ahead of the anticipated 2030 completion date. He said that there were comments supporting the widening of U.S. Route 15 in Loudoun County, and that suggesting a bicycle and pedestrian crossing connecting Montgomery County and Loudoun County. He said to refer to his memo for more detail on the response to the comments.

A motion was made to adopt Resolution R13-2018 to approve the additional Montgomery County project submission for inclusion in the Air-Quality Conformity Analysis for Visualize 2045 and FY 2019-2024 TIP. The motion was seconded and approved.

### **8. APPROVAL TO AMEND THE FY 2017-2022 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) TO INCLUDE PROJECT AND FUNDING UPDATES FOR FY 2019 IN ORDER TO MATCH THE UPDATED WASHINGTON METROPOLITAN AREA TRANSIT AUTHORITY FY 2019 CAPITAL BUDGET**

Mr. Kannan said that WMATA is seeking approval to amend the FY 2017–2022 to reflect WMATA’s proposed FY 2019 capital budget. Approving the amendment would allow WMATA to reflect the availability of federal, state, and local funds. He said that this request happens every February because of the sequence of events. He said that the proposed FY 2019 capital investment plan strengthens safety, reliability, and state of good repair for infrastructure, including the continued delivery of 7000 series rail cars. Other investments include; replacement of buses and paratransit vehicles, establishment of radio and wireless communications infrastructure, rehabilitation and maintenance of existing rail cars and busses, and continued investment in rail station and bus infrastructure to improve safety and address state of good repair backlogs. He said that this does not change the air-quality conformity analysis. This amendment is not a request for new money.

Mr. Kannan moved that the board approve Resolution R14-2018 to amend the FY 2017-2022 TIP. Chair Allen seconded the motion. The motion was approved.

## **INFORMATION ITEMS**

### **9. BRIEFING ON THE DRAFT FY 2019 UNIFIED PLANNING WORK PROGRAM (UPWP)**

Ms. Erickson said that it is the time of year for staff to talk about the work that they do to keep up with the federal metropolitan transportation planning process, and thank the board to make the region a priority. She said that she is going to describe the projects and work activities covered by the UPWP. She said that the board will be asked to approve the work program at the March meeting.

Ms. Erickson said that the mission of an MPO is largely defined by the federal requirements. She referred to specific requirements and said that the TPB carries out a 3C process—a process that is continuing,

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cooperative, and consensus-based. The process is also comprehensive, multimodal, and multidisciplinary. She said that the TPB serves its stakeholders, who are represented by the members of the board. She said that this means that the TPB takes projects that have been conceived and developed locally, and looks at them through a regional lens. She said that board discussion tends to focus on bigger products, but that there is lot of plans and programs conducted by staff. She said that the TPB also works in conjunction with state, air, and transportation agencies to meet the federal Clean Air Act standards.

Ms. Erickson said that the UPWP is the document that defines how MPO activities are carried out. She said that the document needs to be approved by the board and USDOT. She said the document becomes effective on July 1. The three main products produced by all MPOs are: long-range transportation plan, the TIP, and the UPWP. She said that in the last few years performance-based planning and programming requirements have been added. She said that page 21 and 22 of the UPWP details funding. She said that 80 percent of the funding comes from the federal government, that states contribute 10 percent, and that local jurisdictions also contribute 10 percent. She said that the FY 2019 UPWP will cost \$15.8 million.

Ms. Erickson proceeded to describe how the money in the UPWP is spent. She said that most of it goes to staffing costs. She referred to an organization chart in her presentation. She said that page 25 of the draft work program summarizes how all the work comes together while making sure to keep federal and state oversight partners happy. She said that most of the resources are spent generating data, gathering information, quality checking that information, and sharing it with partners. She said the most visible products work to meet federal requirements so that agencies can implement their TIP projects. She said that the board also provides a forum for regional coordination and providing technical resources to aid with decision-making. She said that page 24 of the work program shows all of the TPB's committees and subcommittees.

Ms. Erickson said that benefits provided by the TPB include scenario planning, promoting transportation alternatives and bicycle and pedestrian programs. She said that the TPB offers two federal grant opportunities. The federally funded Transportation Alternatives Program(TAP), which has selected 82 projects in the region for a total of \$30 million since 2004. Since 2007, the TPB has solicited, selected, and funding over 100 JARC, New Freedom, and enhanced mobility projects totaling \$65 million. She said that the TPB seeks to improve transportation and land-use coordination by focusing on regional Activity Centers through the Transportation/Land-Use Connections program, which has helped jurisdictions with consultant support for 108 projects for a total of over \$4 million. She said that emergency preparedness and management operation activities including supporting the MATOC program and COG's Traffic Incident Management Enhancement initiative. She referred to her presentation and described the type of technical resources provided, which include travel monitoring and travel forecasting. She said staff support multimodal initiatives and is moving towards data-driven performance outcomes.

Ms. Erickson said that the Plan Development and Coordination Team will focus on the completion and approval of Visualize 2045. She said that once the plan is approved, the team will conduct an environmental justice analysis of the plan using the equity emphasis areas to determine if there are any disparate impacts created by the plan. She said that the team will work on the federal certification review and will update the coordinated human service transportation plan and the public participation plan. She said that the team also oversees communications including TPB News and social media.

Ms. Erickson said that the System Performance Planning Team will take the lead on implementation of performance-based planning and programming, including setting performance targets. She said that staff will work with COG on public safety and emergency preparedness, and conduct regional surveys on traffic signal systems, power backup systems, and an annual public transportation report.

Ms. Erickson said that the Planning Data and Research Team is responsible for developing and managing data, research, and technical service programs. The team will continue to implement several significant research projects for the TPB as well as continue to develop and maintain critical information

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systems. This includes completion of data collection and analysis of the decennial regional travel survey, analysis of regional trends, and support the development of updates related to the regional cooperative forecast. This team will also develop and maintain the department's information and analytical infrastructure, including the regional transportation data clearinghouse and the organization's geographic information system.

Ms. Erickson said that the Travel Forecasting and Emissions Analysis team is working to implement a seven-year strategic plan to improve the TPB's travel forecasting methods. She said that FY 2019 is the fourth year of the plan.

Ms. Erickson said that staff will finalize and balance the revenues and expenditures and will bring the UPWP back to the board for approval in April.

Mr. Meyer asked if there is anything in the work program that would cover analysis of projects that might fit with potentially forthcoming federal legislation related to infrastructure.

Mr. Srikanth said that the proposed plan is currently missing specific programs or legislative guidance. He said that as specifics become available staff is ready to convene a session to gauge interest with the board.

Mr. Meyer said that if new legislation provides an opportunity to continue to champion the seven initiatives from the Long-Range Plan Task Force then it should try.

Mr. Srikanth said that there should be resources available for this. He added that in the past, staff were able to pull together large grant applications without additional funding.

Mr. Zimbabwe asked about whether the development of the next-generation travel forecasting model can be accelerated.

Mr. Srikanth said that staff is making steady progress, as per the strategic plan for model development. He noted that this task requires significant resources, both in terms of time and money, and the adopted schedule is consistent with the experiences of other MPOs who are working to develop the next generation model. Mr. Srikanth noted that staff can provide a detailed presentation on this work activity and the strategic plan at a future date.

Mr. Lovain said that some lawmakers want to allocate money for existing formula and grant programs. He encouraged the region to consider applying for TIGER funding in the future.

Mr. Erenrich asked about communication strategies.

Ms. Erickson said that most of the communications will focus on Visualize 2045 and that the second phase of public outreach will be presented at the April TPB meeting.

## **10. BRIEFING ON THE DRAFT FY 2019 COMMUTER CONNECTIONS WORK PROGRAM (CCWP)**

Mr. Ramfos briefed the board on the draft Commuter Connections Work Program for FY 2019. He explained that Commuter Connections works to help identify alternative commute program projects, and services. These include carpool, vanpool, transit, bike, walk, or work from home programs. He also explained how Commuter Connections works with the planning process and how these programs reduce congestion and improve air quality. He also went over the many programs Commuter Connections runs for the region.

Chair Allen asked about the marketing budget and the budget for evaluation.

Mr. Ramfos explained that while marketing will be about the same there will be more data collection this year. He also said he would check the numbers.

Mr. Harris asked about the amount of money being offered in the carpool incentive pilot program. He asked if it was about \$10 per ride.

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Mr. Ramfos explained that it is per ride up to \$600. He explained that it is for the driver. If someone uses the Carpool Now mobile app and they pick up a passenger and drop them off they'll be eligible for the incentive.

## **11. ROUND 9.1 COOPERATIVE FORECASTS**

Mr. Desjardin briefed the board on the lasted update to the Cooperative Forecast. He referred to the presentation with an overview of what the cooperative forecast is, what is new in this slight update, and how it will be used for Visualize 2045. He also reviewed the forecast for households and jobs in Activity Centers and close to high-capacity transit considering the priority initiative on land-use.

Ms. Kahn commented on behalf of Mr. Shaw who was not present and thanked Mr. DesJardin and Mr. Srikanth for working with the planning directors technical committee. She said that Mr. Shaw is looking to make the nexus of land-use and transportation a guiding priority for conversations with the planning directors.

Ms. Russell asked about places seeing a lot of recent growth but are not currently designated as Activity Centers. She asked if they could someday be included.

Mr. DesJardin explained that there is a policy in place for jurisdictions to petition to be included by showing major rezoning or a new vision or focus.

Mr. Elrich asked if it would be possible to further explore the need for more housing units by size or price based on the wages of the jobs forecasted.

Mr. DesJardin explained that there have been discussions about that with the housing directors committee and there are plans to have a joint meeting on the issue with the housing directors and the planning directors. He said that there are a number of tough questions to explore and balance such as whether there a demand for new and smaller housing units. Falls Church has done some very innovative things recently with some very small units located centrally in the city.

Mr. Srikanth added that the Planning Directors Technical Advisory Committee was also discussing the challenge of looking at the market demand that exists today relative to the type of market demand that would be needed to meet aspirational land uses.

## **12. VISUALIZE 2045: PERFORMANCE BASED LONG RANGE TRANSPORTATION PLAN**

Mr. Randall said that he would speak about the process for project implementation, specifically focusing on the role of performance measurement and targets. Referring to his presentation he described a flow chart that depicts the regional transportation planning process and how it incorporates performance measurements. He said that MPOs are required to examine their regions' projects and programs against federal planning factors. Regional goals and priorities are also considered. He summarized the federal requirement for performance measurements and targets in detail. He said that this new federal process goes further than previously existing processes because it includes a feedback element. He said that projects for funding are increasingly being chose through data-driven processes that forecast performance. He said that monitoring performance over time will inform future funding decisions. He said that for the TPB this will start with Visualize 2045. He said that there are five main areas covering performance planning. He reminded the board that they have already approved measurements and targets for transit asset management and highway safety. He added that the board will need to be approved during the summer of 2018. He said that targets are developed statewide. This will be done in May. After that staff will use the state DOT information and methodology to develop the targets for the region. He said that there are additional slides in this presentation that provide more information.

Mr. Harris asked if cost/benefit analysis is included in the requirement. He said it is important to move people efficiently.

Mr. Randall said that cost is not part of the performance-based planning process.

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Mr. Srikanth said that while cost/benefit is included during the target-setting phase, he noted that the expectation appears to be that the results of the monitoring and evaluation against the target will bring cost-effectiveness of past investments into the decision-making process.

### **OTHER ITEMS**

#### **13. ADJOURN**

No other business was brought before the board. The meeting adjourned at 1:43 p.m.