



## **MEMORANDUM**

**TO:** Transportation Planning Board  
**FROM:** Lyn Erickson, Plan Development and Coordination Program Director  
**SUBJECT:** Public Comment for the July 2022 TPB Meeting  
**DATE:** July 20, 2022

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The Transportation Planning Board accepts public comment on a rolling basis. Comments can be submitted via email ([tpbcomment@mwkog.org](mailto:tpbcomment@mwkog.org)), online ([mwkog.org/tpbcomment](http://mwkog.org/tpbcomment)), and phone. Comments are collected until noon on the Tuesday before the TPB meeting. These comments are compiled and shared with the board at the meeting the following day.

Between the June 2022 TPB meeting and noon on Tuesday, July 19, 2022, the TPB received two comments submitted via email with attached letters.

The comments are summarized below. All full comments are attached to this memo.

### **PUBLIC COMMENT**

#### **Eric Brenner – Email & Letter – July 17, 2022**

Brenner sent an email informing the TPB of a letter sent to MDOT by Senators Van Hollen and Cardin and Congressman Hoyer requesting the State to reconsider its plan to demolish the Harry W. Nice/Thomas “Mac” Middleton Bridge. The full comment and letter are attached.

#### **Bill Pugh, Coalition for Smarter Growth – Email – July 19, 2022**

Pugh sent an email requesting TPB members to provide a schedule for the update to Visualize 2045 and consider updates to the TPB Bylaws for public participation. The full email is attached.

## Sergio Ritacco

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**From:** Eric Brenner <ericlewisbrenner@gmail.com>  
**Sent:** Sunday, July 17, 2022 6:47 PM  
**To:** TPBcomment  
**Subject:** comment on the record (in writing, and verbally) at the Wed., July 20 TPB mtg.  
**Attachments:** 07.14.22 Sec Ports - nice bridge.pdf

I would like to submit the following in writing, and present these same opening remarks, at the start of this week's (July 20) TPB meeting. Is this sufficient notice or is there something else (or more detail) that might be required? Thank you.

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My name is Eric Brenner, resident of Silver Spring, wanting to make sure that the members of the TPB are aware that MD Senators Van Hollen and Cardin, along with Congressman Hoyer, recently submitted a letter <https://www.vanhollen.senate.gov/news/press-releases/van-hollen-cardin-hoyer-urge-mdot-to-halt-demolition-of-nice-bridge-study-recreational-reuse-options> (also attached) to MDOT with the modest request to hold off on destroying the old Nice/Middleton bridge until an independent study can be made on the costs/benefits of repurposing the old bridge as a bike/pedestrian recreation and transportation facility. The study should be done by an entity with experience on this topic, in part because a repurposed bridge would presumably be managed by some entity other than MdTA.

Given the TPB's history with the Nice/Middleton bridge, and the realization that the Environmental Assessment that was in place at the time of the TPB's review is now out-of-date, this seems like a responsible, forward-looking request that the TPB should support.

The original EA, the one seen by the TPB, did not anticipate the need for explosives, so MdTA now has the chance to avoid paying for a new EA, and the subsequent increased cost of the demolition that the explosives and fish-kill studies (and fish-kill penalties) would entail.

But the larger issue, and the reason the TPB should be interested, involves simply gathering accurate information on what a bridge repurposing might look like and cost. Making an informed public policy decision is in the best interests of all parties, including anyone who wants to see MdTA reduce the overall cost of this project.

**Congress of the United States**  
**Washington, DC 20515**

July 14, 2022

The Honorable Jim Ports  
Secretary  
Maryland Department of Transportation  
7201 Corporate Center Drive  
Hanover, MD 21076

Dear Secretary Ports:

With the work on the new Harry W. Nice/Thomas “Mac” Middleton Bridge across the Potomac River proceeding rapidly, we urge the State to reconsider plans to demolish the old bridge, and halt any immediate efforts to do so. These plans should not proceed until a study can be conducted on the feasibility as well as the financial and environmental costs and benefits of converting the old bridge to a non-motorized trail that could be used by pedestrians and bicyclists.

The demolition cost estimates made by the Maryland Department of Transportation Maryland Transportation Authority (MDTA) have ranged between \$15 million and \$23 million. Given that a new Environmental Analysis (EA) may now be necessary due to the modification of the demolition process to use explosives, which was not part of the original EA, an independent study to determine a common set of facts and costs would allow all parties the opportunity to consider the options for the use and ownership of the existing bridge.

An independent study, conducted by an entity with experience in similar bridge repurposing projects, is in the taxpayer’s interest to ensure that we are not wasting an opportunity to provide bicycling and pedestrian transportation options at a competitive cost or potentially lower cost than demolition. This study should include costs, safety and navigation impacts, and the potential economic and health benefits of alternative transportation and outdoor recreation uses. Premature demolition would squander the opportunity to repurpose the bridge if it is in the taxpayer and community’s best interest. We strongly urge you to undertake this basic due diligence before moving forward on demolition.

We would appreciate a response by July 22, 2022 regarding the State’s position and plans to secure an independent study and pause in demolition until this study is published.

Sincerely,



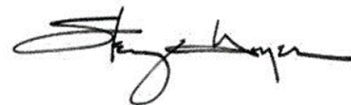
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Chris Van Hollen  
United States Senator



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Benjamin L. Cardin  
United States Senator



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Steny H. Hoyer  
Member of Congress

## Sergio Ritacco

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**From:** Bill Pugh <bill@smartergrowth.net>  
**Sent:** Tuesday, July 19, 2022 12:01 PM  
**To:** TPBcomment  
**Cc:** Stewart Schwartz  
**Subject:** Comment for July 20 TPB meeting

Dear Chair Sebesky and TPB members,

The Coalition for Smarter Growth appreciates your vote last month for strong climate action standards. Going forward:

### **1. Provide the schedule and process for the early Update to Visualize 2045**

- The next important step in TPB's climate efforts is the early update to Visualize 2045.
- The recent setbacks to climate action at the federal level mean that our actions in this region are that much more important to address the crisis.
- We ask that TPB staff give a written update to TPB members and the public within the next couple weeks (not waiting until the September meetings) on the schedule and process for the Visualize 2045 update.

### **2. Update TPB Bylaws for Public Participation - Chat logs, Virtual live testimony**

- Regarding the TPB Bylaws and public participation in meetings, we have two asks:
  - Meeting video conference chat logs need to be posted for the public after meetings to provide the same level of transparency as in-person meetings.
  - Live comment of regional stakeholder groups and members of the public be permitted during virtual meetings similar to in-person meeting procedures.

Thank you,

**Bill Pugh, AICP CTP** | Senior Policy Fellow  
**Coalition for Smarter Growth**  
[www.smartergrowth.net](http://www.smartergrowth.net) | @betterDCregion  
[bill@smartergrowth.net](mailto:bill@smartergrowth.net)

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TRANSPORTATION PLANNING BOARD  
MEETING MINUTES  
June 15, 2022

**HYBRID MEETING**

**MEMBERS AND ALTERNATES PRESENT**

Pamela Sebesky, Chair – Manassas  
Charles Allen – DC Council  
Christina Henderson – DC Council  
Ella Hanson – DC Council  
Sakina Khan – DC Office of Planning  
Mark Rawlings – DDOT  
Anna Chamberlin – DDOT  
Lezlie Rupert – DDOT  
Mati Bazurto - Bowie  
Reuben Collins – Charles County  
Patrick Wojahn – College Park  
Jan Gardner – Frederick County  
Mark Mishler – Frederick County  
Kelly Russell – City of Frederick  
David Edmondson – City of Frederick  
Neil Harris – Gaithersburg  
Emmett V. Jordan - Greenbelt  
Brian Lee - Laurel  
Christopher Conklin – Montgomery County Executive  
Gary Erenrich – Montgomery County Executive  
Glenn Orlin – Montgomery County Legislative  
Victor Weissberg – Prince George’s County Executive  
Mel Franklin – Prince George’s County Legislative  
Bridget Newton - Rockville  
Kacy Kostiuk – Takoma Park  
Marc Korman – Maryland House of Delegates  
R. Earl Lewis, Jr. – MDOT  
Canek Aguirre – Alexandria  
Takis Karantonis – Arlington County  
Walter Alcorn – Fairfax County - Legislative  
James Walkinshaw – Fairfax County Legislative  
David Snyder – Falls Church  
Adam Shellenberger – Fauquier County  
Corinna Sigsbury – Loudoun County  
Kristen Umstattd – Loudoun County  
Jeannette Rishell – Manassas Park  
Ann B. Wheeler – Prince William County  
Victor Angry – Prince William County  
Paolo Belita – Prince William County  
David Reid – Virginia House of Delegates  
David Marsden – Virginia Senate  
Amir Shahpar - VDOT  
Allison Davis – WMATA

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Mark Phillips - WMATA  
Dan Koenig - FTA  
Mykelle Richburg - MWAA

**MWCOG STAFF AND OTHERS PRESENT**

Kanti Srikanth  
Chuck Bean  
Lyn Erickson  
Mark Moran  
Tim Canan  
Andrew Meese  
Paul DesJardin  
Tom Gates  
John Swanson  
Jane Posey  
Steve Kania  
Leo Pineda  
Stacy Cook  
Sergio Ritacco  
Dusan Vuksan  
Deborah Etheridge  
Kim Sutton  
Jon Schermann  
Eric Randall  
Rachel Beyerle  
Ashley Hutson, CAC

**1. PARTICIPATION PROCEDURES, MEMBER ROLL CALL, AND PUBLIC COMMENT OPPORTUNITY**

Chair Sebesky called the hybrid meeting to order and said that the board will continue the practice of limiting the number of attendees in the board room. Public comments will continue to be received online due to limits on the number of people present in the board room.

Ms. Erickson conducted a roll call confirming those participants in the room and those attending remotely. Attendance for the meeting can be found on the first page of the minutes. She confirmed there was a quorum.

Ms. Erickson said that between the May 2022 TPB meeting and noon on Tuesday, June 14, the TPB received one comment, which was submitted via email. A memo with a summary of the comment as well as the comment itself can be found on the TPB meeting page. She summarized the comment.

**2. APPROVAL OF THE MAY 18, 2022, MEETING MINUTES**

A motion was made to approve the minutes. The motion was seconded by Mr. Lewis and was approved unanimously.

**3. REPORT OF THE TECHNICAL COMMITTEE**

Referring to the posted report, Ms. Erickson gave the Technical Committee report on behalf of

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Mr. Arcieri. She said the committee met on June 3 and reviewed material related to Items 7-9 on the TPB agenda. Information topics covered as information items included TPB bylaws, Continuous Airport Systems Planning (CASP), electric vehicles, NCPD's Pennsylvania Avenue Initiative, and the TPB's draft Congestion Management Process (CMP) technical report.

#### **4. REPORT OF THE COMMUNITY ADVISORY COMMITTEE (CAC)**

Referring to the posted report, Ms. Hutson briefed the board on the June 9 meeting of the CAC. She said the committee received briefings and provided comments on the finalization of the Visualize 2045 update, as well as an overview of public engagement activities conducted for the plan update. She said that at the next committee meeting, the CAC will be joined by the TPB officers – Chair Sebesky, Vice Chair Collins, and Vice Chair Henderson, and she said the rest of the TPB is welcome to attend. She said the committee looks forward to the opportunity as a group to form relationships with the TPB leaders.

Chair Sebesky encouraged all members of the TPB to try and attend the CAC's meeting on July 14. She said she hopes this session will strengthen communication between the committee and the board. She said she finds it very valuable to have regular communication with Ms. Hutson, who has spoken to the Manassas City County about her role as CAC chair.

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

Referring to the posted report, Mr. Srikanth said he would be happy to answer any questions regarding its content. He reiterated that the CAC would be hosting a joint meeting with the TPB officers on July 14 and encouraged all TPB members to attend. He also said that Bike to Workday, held on May 20, was a very successful event. Finally, he said that Jon Schermann of the TPB staff would be retiring in July. He thanked Mr. Schermann for his excellent work.

Chair Sebesky also thanked Mr. Schermann.

#### **6. CHAIR'S REMARKS**

Chair Sebesky gave some guidance regarding the remainder of the day's agenda. She said that all remaining items were action items, and items 7 and 8 were time-sensitive and tied to federal requirements. She further noted that items 7 and 8 were topics that been extensively discussed in previous meetings and two work sessions, and therefore, to ensure that the board is able conclude all of its business today on time she intended to keep a close watch on the time and requested members to keep comments within the time available..

#### **7. APPROVAL OF THE 2022 UPDATE TO VISUALIZE 2045, THE FY 2023-2026 TRANSPORTATION IMPROVEMENT PROGRAM (TIP), THE AIR QUALITY CONFORMITY ANALYSIS DETERMINATION, AND MPO SELF CERTIFICATION**

Referring to the posted material, Ms. Cook gave a brief summary of the work that had been performed over the last two years to develop the long-range plan update. She described the three resolutions related to this item.

Chair Sebesky said the board would start with Resolution R15-2022, approving the 2022 Update to Visualize 2045 and the FY 2023-2026 Transportation Improvement Program (TIP). She reminded the board that last summer, the board approved the projects, programs, and policies that would be included in the constrained element of the updated plan. She said the update currently before the board for approval included a comprehensive update to the plan's financial plan, changes to the scope and schedule of projects that were in the previous plan, and a few new projects. She said this federally

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required update has to be first adopted by the TBP, and then submitted for federal review and approval by the FHWA, the FTA, and the EPA. All of these approvals must be completed by the end of this year in order for federal transportation funds to continue to flow to the region uninterrupted.

Chair Sebesky said that as part of this update, the TPB has extensively discussed the Maryland HOT lanes projects – or "Opportunity Lanes Project," which is the name currently given to the project. She noted that last year, the TPB approved inclusion of this project in the list of projects that were approved for air quality conformity analysis. She said that MDOT made commitments to support transit and transportation demand management (TDM) projects proposed by Maryland localities. As part of this approval, MDOT was asked to provide the TPB with an update on the status of project development and negotiations. She noted that a written update provided by MDOT, was included in the read ahead materials for this meeting. She said that she will ask MDOT's representative to briefly summarize their project update before proceeding with the resolution.

Mr. Lewis said the MDOT letter to the TPB restated MDOT's transit commitments. He said these include \$60 million funded for the development rights fees for designing and permitting Montgomery County's high-priority transit project – the MD 355 BRT – as well as \$300 million in transit investments from toll revenues over the operating term for the project's Phase 1 South. In addition, he said, MDOT remains committed to provide mitigation as part of Phase 1 South, including increasing the number of Shady Grove Metrorail station bus bays, expanding Westfield Montgomery Mall Transit Center's parking capacity and constructing and equipping the Metropolitan Grove operations and maintenance facility, including the necessary bus lead. He said the final Environmental Impact Statement (EIS) is expected to be published at the end of the week in the Federal Register. He said that all funding and future agreements are contingent upon a record of decision, which is expected later this summer. He said that MDOT will continue to update the TPB as this project advances.

Mr. Lewis moved approval of TPB R15-2022. The motion was seconded.

Mr. Conklin said the commitments to improving transit in concert with the traffic relief plan are of utmost importance to Montgomery County. He said that MDOT's coordination with Montgomery County on these items apparently stopped in January of this year. He proposed an amendment to the resolution that would make sure that the record of decision for this project reflects the TPB's actions to require these transit investments, and that MDOT report to the TPB on these items on a bi-monthly basis until the agreements are finalized with Montgomery County. He said he was offering this as a friendly amendment and that had provided the text of the proposed amendment to staff.

Mr. Conklin's amendment language was displayed on the screen for meeting participants to read:

“WHEREAS, MDOT made certain transit commitments associated with the I-270/I-495 traffic relief plan in Resolution R2-2022 and is required to brief the TPB on the transit commitments related to Phase One South of the I-270/I-495 Traffic Relief Plan, and the TPB will provide a formal statement for inclusion in the public docket of the FEIS for the I-270/I-495 Traffic Relief Plan referencing TPB's requirement that the transit commitments be met, and MDOT will be report to TPB on the status of the transit commitments to Montgomery County bimonthly until a transit commitment agreement is reached with Montgomery County for Phase 1 South of the project; and”.

Mr. Srikanth said he understood the amendment would ask the TPB, as the region's MPO, to notify the USDOT that the project has been included in the long-range plan with commitments from MDOT to include additional projects to go along with it. He said that, from the TPB's perspective, this was do-able.

Mr. Lewis accepted the amendment as a friendly amendment. As a caveat, he said he believed the



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requirement for bi-monthly report was redundant and probably unnecessary. He said that MDOT has been consistently updating the TPB throughout the entire NEPA process over the last four years. He said he did not think it was necessary to include this language, but it would still be taken as a friendly amendment.

Chair Sebesky said that Resolution R15-2022 has been moved and seconded. An amendment was offered, which was accepted by the maker and seconder as a friendly amendment. The amendment could be seen on the screen both in the room and on line. She said she will direct staff to continue with the comments from members before proceeding towards the vote.

Mr. Weissberg said he supported the amendment.

Ms. Kostiuk said she had two amendments to the resolution.

Chair Sebesky asked if Ms. Kostiuk was intending to offer amendments that no one on the board has had the benefit of looking at.

Ms. Kostiuk apologized, but she noted that she had not previously seen the amendment introduced by Montgomery County that was previously discussed.

Chair Sebesky said that the board had held discussions on the Maryland HOT lanes projects and received commitments from MDOT which was the what the previous amendment was about. She expressed concern that last-minute amendments on something new could create confusion and, in particular, they do not allow the TPB members the opportunity to discuss the amendments with their colleagues on the bodies that they represent. However, she told Ms. Kostiuk to proceed.

Ms. Kostiuk said she appreciated the chair's concerns, but she said her intent was not to introduce new ideas, but rather to make sure that the actions regarding climate change that would be taken later in the meeting would be referenced in this resolution under consideration, as well as in the Visualize 2045 document.

Two "whereas" clauses, provided by Ms. Kostiuk as amendments, were projected for participants to read.

Ms. Kostiuk explained that the first whereas would add language specifying that  
"WHEREAS, on June 15, 2022, the TPB passed Resolution R-18-2022, adopting on-road greenhouse gas reduction goal and strategies, to appended to the 2022 Update to Visualize 2045."

Ms. Kostiuk's second whereas clause specified that  
"WHEREAS, the draft Visualize 2045 climate change section, page 133, states that 'informed by the TPB's past studies and the CCMS, the TPB is currently discussing adapting GHG reduction goals for the on-road transportation sector and a set of multi-pathway transportation strategies to reduce on-road GHG emissions.' This section will be updated to reflect TPB's action on June 15, 2022."

Mr. Srikanth said that the proposed additions would not impact any of the analysis or contents of the Plan and as such were acceptable. He did note that the text in the first Whereas clause assumes the outcome of TPB's action before the TPB has acted on it; as such he wondered if the text could be modified a bit.

Chair Sebesky agreed and asked whether, from a legal perspective, it would be acceptable to reference

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an action that had not been taken yet.

Mr. Srikanth said Ms. Kostiuk's first whereas could be changed to "whereas, on June 15, upon the TPB adopting Resolution R18,"

Ms. Kostiuk agreed to this change.

Mr. Srikanth asked if the maker of the motion found this amendment to be friendly.

Mr. Lewis asked Ms. Kostiuk to explain the purpose of her amendments.

Ms. Kostiuk said it was important that the TPB recognizes its work on the climate goals. She said the new language points the TPB forward for the next revision of the long-range plan.

Mr. Lewis said his only concern was that the additions referenced agreements that had not yet been made.

Ms. Kostiuk said that the modified language in her first whereas clause actually references what will happen to the second one. Therefore, she said the second whereas clause could be dropped.

Chair Sebesky summarized by noting that there was now only one whereas clause in Ms. Kostiuk's proposed amendment. She asked Mr. Lewis, the maker of the motion, if he agreed to that.

Mr. Lewis said he agreed to it.

Mr. Harris said he was uncomfortable that the board was about to vote on a resolution that accepts something that the board had not voted on yet.

Chair Sebesky asked if legal counsel had provided any comments on this point.

Mr. Srikanth said the current language indicates that no presumptions were being made on what the outcome would be. Rather, it simply said that whatever is added to the Visualize 2045 plan will be captured in the official plan document. He said that from a staff perspective, this action was do-able, if it were the will of the board.

Ms. Newton said she supported both amendments presented by Ms. Kostiuk. However, she further noted that the City of Rockville stands opposed to the Op Lanes project on I-270 and I-495.

Mr. Korman said the friendly amendment offered earlier by Mr. Conklin was important. He said that MDOT has a history of making promises and later, not keeping them.

Ms. Bazarro said they were in favor of the amendments.

Mr. Collins said they were in favor of the amendments.

Ms. Gardner said they were in favor of the amendments.

Mr. Wojahn said they were in favor of the amendments.

Ms. Russell said they were in favor of the amendments.

Mr. Jordan said they were in favor of the amendments. He added that Greenbelt opposes the Op Lanes

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project.

Mr. Lee said they were in favor of the amendments.

Mr. Lewis confirmed with Mr. Conklin that the language that was displayed was what he was proposing. He noted what he thought was a discrepancy between Montgomery County's written amendment and the description that Mr. Conklin provided.

Mr. Conklin said the written language that was displayed was the language they were proposing.

Mr. Karatonis said they were in favor of the amendments. He said the order of the approvals was unusual, but he thought it was appropriate to include the climate change-related actions in the resolution that goes with Visualize 2045.

Mr. Snyder said he supported the first amendment under the assumption that it would not delay any projects in the plan. He supported the second because it makes clear the linkage between greenhouse gas emission and the long-range plan.

Ms. Davis asked for clarification on what was being voted on.

Mr. Srikanth said the board would be voting on the entire resolution as amended, since all amendments were friendly.

Chair Sebesky said that for the vote on the resolution, she would begin by asking for nays and abstentions.

The motion to adopt Resolution R15-2022, as amended, was approved with Ms. Kostiuk and Ms. Newton voting "no."

Chair Sebesky made a motion to approve Resolution R16-2022, to approve the regional air quality conformity analysis that shows that the emissions from the long-range plan and TIP remain below the EPA-approved levels of ozone emissions.

The motion was seconded by Mr. Amir Shahpar.

The motion was approved with one abstention from Ms. Kostiuk.

A motion was made to adopt Resolution R17-2022 endorsing the certification from the three Department of Transportations that the TPB has followed federal regulations in its work on the long-range plan and the TIP.

The motion was seconded.

Mr. Snyder noted that a lot of federal requirements were referenced in this item. He asked for assurance from staff that the TPB is in compliance with these requirements.

Mr. Srikanth said that every month for the past 18 months staff has been meeting with the three DOTs who are specifically charged by the federal agencies to oversee the TPB process to ensure requirements are being met. He also noted that early next year, the federal agencies will be conducting a certification review of the TPB's process.

The motion to approve Resolution R17-2022 was approved with one abstention from Ms. Kostiuk.

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## 8. ADOPTION OF TRANSPORTATION-SECTOR-SPECIFIC GREENHOUSE GAS REDUCTION GOALS AND STRATEGIES

Chair Sebesky said that the TPB had been working on greenhouse gas reduction goals and strategies for almost two years, including two work sessions for members of the board, and it is time to conclude the current phase of work on mitigating the adverse impacts of climate change on the transportation sector. She said that work on climate change mitigation would be added to the TPB's policy element and that the Visualize 2045 plan document will include the goals and strategies adopted by the TPB, and the action that the TPB will take means that TPB members will consider how transportation projects approved locally and programs funded and implemented will reduce greenhouse gas emissions within the regional transportation sector.

Mr. Srikanth stated that the TPB has been sent three documents as part of an agenda package: Resolution R18-2022 sent to the TPB includes a proposal that the TPB resolve to voluntarily adopt GHG reduction goals for the on-road transportation sector at a level of 32 percent reduction from 2005 levels by 2030, and 80 percent reduction from 2005 levels by 2050. He said that the resolution also resolves TPB adoption of seven strategies to help reduce GHGs in the on-road sector and identifies seven additional strategies listed in Table 2 that have the potential to reduce GHGs but require a more detailed exploration and discussions.

Mr. Srikanth said that a second document is a June 19 memo that states that even though there is not a federal or state mandate for MPOs to include a climate change or GHG emissions as part of the long-range transportation plan, the TPB has been voluntarily tracking changes in GHG emissions as part of its long range transportation plan since 2010, and the memo refers to GHG reduction goals already adopted by the region and endorsed by the TPB, with the difference being that these regional goals are multisectoral. He said that the memo notes that while there are no sector specific GHG reduction goals in the region, the TPB in its action today was considering adopting GHG reduction goals specifically for the on-road transportation sector. He said that the memo notes that the 32% GHG reduction goal for 2030 listed in the proposed resolution is consistent with COG's 2030 Climate Action Plan; that achieving it would require the region implementing all seven strategies listed in Table 1 of the resolution, even as half of these strategies have substantive policy and fiscal issues with regard to implementing them that are yet to be discussed among a number of other entities from the local, state and potentially federal level.

Mr. Srikanth referred to a second memo that includes staff follow up on questions, comments, and requests for information that TPB staff received after the TPB work sessions. He said that the answers state that the GHG reduction goals would be at the regional level. He said that the memo addresses the question about how the different levels of GHG reduction goals compare to the regional goal of 50 percent by 2030. He stated that a 32-percent reduction goal by 2030 would match the expectations for on-road sector reductions for the region to achieve its multisectoral goal by 2030, and a goal of 23 percent or anything less than 32 percent within the on-road section would be less than what is assumed to be the contribution from the on-road transportation sector for the region to attain its multisectoral goal by 2030.

Mr. Srikanth said that the memo also notes how the TPB goals are not comparable with California's GHG reduction goals because California's goals are per capita and are for reducing vehicle miles traveled by light-duty vehicles only, whereas TPB is considering total VMT reductions and from all vehicles for all trip purposes.

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Mr. Srikanth said that based on TPB consultant analysis, for a goal of 50 percent reduction of greenhouse gases by 2030, the region's vehicle miles traveled per capita by light-duty vehicles will have to be reduced by 53 to 57 percent; a goal of 32 percent reduction by 2030 would require the light-duty vehicle per capita VMT to be reduced between 22 to 26 percent; and if a goal of 23 percent reduction by 2030 is adopted, the light-duty vehicles per capita VMT in the region would have to be reduced between three and 10 percent.

Chair Sebesky asked for a motion to adopt R18-2022.

Mr. Snyder made a motion to adopt the resolution. The motion was seconded by Ms. Kostiuk. Chair Sebesky called for discussion on the item.

Mr. Conklin said that, speaking on behalf of Montgomery County, they do not have evidence achieving the reductions in other sectors will be easier than achieving reductions in transportation. He made a motion to amend the resolution to change the 2030 goal from the 32 percent below 2005 levels to 50 percent below 2005 levels, which is consistent with the overall regional goal. He said that Montgomery County thinks that the 50 percent level is needed to achieve the outcome that might be consistent with the 32 percent referenced in the analysis because not every strategy will yield all of the expected results.

The motion was seconded.

Mr. Snyder the maker of the original motion said that he did not accept the amendment as friendly.

Ms. Kostiuk who had seconded the original motion said that she accepted the amendment as friendly.

Given the split decision by the maker and seconder of the original motion, Chair Sebesky said that she would ask for a vote on the proposed amendment to the resolution and before that, she would ask Mr. Srikanth to explain what the board members would be committing to with the 50 percent GHG reduction goals as well as the 32 percent, and 23 percent levels.

Mr. Srikanth said that the TPB recent study does not identify a pathway to achieve a 50 percent level reduction even with the 14 different strategies analyzed as part of TPB's technical analysis. He said that the study indicates that if all 14 strategies analyzed are implemented at the levels assumed then a 32 percent level reduction by 2030 is achievable even though half of these are not being adopted for implementation at this time since implementation issues associated with them have not been addressed. Lastly, he said that the TPB's study indicates that based on the strategies that the TPB is ready to adopt and implement at this time, the region could achieve a 23 percent reduction in GHG in the transportation sector by 2030.

Chair Sebesky stated that the board will first need to vote on allowing the amendment for the 50 percent level, then the board can return to a discussion of 32 percent as voiced in the original motion. Delegate Reed asked if the goals and strategies in the resolution are aspirational or if the individual localities would be held to these goals. He stated that he is trying to understand how to reconcile with Virginia's Clean Economy Act, which has its own set of goals and strategies.

Mr. Srikanth stated that the goals are aspirational goals at a regional level and would serve to inform TPB's collective decisions on transportation planning. He said that as noted by Mr. Snyder earlier the GHG reduction goals when adopted would be added to the other goals in the TPB's policy element, such as congestions reduction, improving safety. He said that these goals are not binding and are intended to inform decision making.

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Chair Sebesky stated that she would take a roll call vote on the amendment to change the resolution to 50 percent.

Mr. Allen asked for confirmation that the call for the vote is for the 50 percent level. Chair Sebesky confirmed that this was correct.

Mr. Allen said that the goals are aspirational and there are no penalties for not achieving it. He said that as the overall COG goals are to have a 50 percent reduction of GHG emissions by 2030, he thinks it would be consistent to have the levels at 50 percent. He said that we all full well know, across the region we're going to hit different parts of this target, yet it is a good thing to aim for as a region.

Mr. Angry asked for clarification as Mr. Snyder's original motion of 32 percent had a friendly amendment that was not accepted.

Chair Sebesky referred to Roberts Rules of Order that the TPB would vote on the 50 percent, and if that is voted down, the TPB returns to discussing the 32 percent level, and other amendments that may be brought forward for discussion.

Chair Sebesky said that she does not disagree with Mr. Allen's comment that all jurisdictions are going to fall in different levels based on what each jurisdiction it able to do. She said that her concern with the 50 percent reduction is about the TPB's credibility when the board is picking things that we know are not achievable.

Mr. Karantonis said that it is clear that any goal that the TPB sets has to be aspirational to a certain degree because the unknown path ahead and also because politically TPB members cannot assess how difficult it will be to push through certain things, and the TPB will have to be very careful about the feasibility of aspirational goals. He said that aspirational goals are to be taken seriously and that he would take it back to board colleagues and Arlington County constituents what the decision means in terms of investment in the transportation plan, changes to the capital improvement plan, and other changes.

Mr. Weissberg said that he agrees with Mr. Allen and others who have noted that the 50 percent level is aspirational. He said that he finds this aspirational goal similar to Vision Zero on traffic safety. He said that Prince George's County supports what is in the 32 percent level resolution; however, he thinks that the TPB needs to push a little harder, in particular on bringing housing and jobs closer together, and he wants to make sure that the TPB focuses attention on that in addition the elements in the resolution.

Ms. Newton said that she speaks in favor of the 50 percent reduction on behalf of the City of Rockville and will echo what Mr. Weissberg said about setting the bar and being as aspirational as possible.

Mr. Harris said that management science has shown that setting goals that are unachievable leads the effort down the wrong path because people do not take it seriously. He said that he thinks that 32 percent reduction is aspirational, ambitious, and a difficult to achieve goal. He said that he cautions the TPB from setting goals that are not feasible.

Senator Marsden said that the 32 percent is based on the considered judgements of staff in terms of what might be feasible and he agreed with Mr. Harris that setting goals are aspirational with limited value. He said that Virginia was unable to get federal funding grants for charging stations approved through the budget process and was unable to get purchasing of electric vehicle subsidies in place. He stated that he agrees with the 32 percent that is based on reasoned judgment and is aspirational in nature as well.

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Chair Sebesky called for the vote.

Ms. Erickson conducted the roll call vote and explained that 50 percent is a yes vote and 32 percent is a no vote.

The following members voted 'yes' (50 percent) to approve the motion at the 50 percent level:

Ms. Hanson, Mr. Allen, Ms. Henderson, Ms. Khan, Ms. Chamberlin, Ms. Bazarro, Mr. Collins, Mr. Wojahn, Mr. Jordan, Mr. Conklin, Mr. Orlin, Mr. Weissberg, Mr. Franklin, Ms. Newton, Ms. Kostiuk, Mr. Korman, Mr. Aguirre, Mr. Snyder.

The following members voted 'no' (32 percent) to approve the motion to approve the resolution at the 50 percent level: Ms. Gardner, Ms. Russell, Mr. Harris, Mr. Lee, Mr. Lewis, Mr. Karantonis, Mr. Alcorn, Mr. Walkinshaw, Mr. Shellenberger, Ms. Sigsbury, Ms. Umstattd, Ms. Sebesky, Ms. Rishell, Mr. Angry, Mr. Belita, Mr. Reid, Senator Marsden, Mr. Jaffa.

The following member abstained in the motion: Ms. Davis.

The final vote was 18 members voted yes, 18 members voted no, two members were absent, and one member abstained. (During the meeting Mr. Srikanth incorrectly reported the vote count as 19 Yes and 18 No. The numbers reported above, 18 Yes and 18 No has been verified and the correct count.)

Mr. Walkinshaw asked for a proportional vote on the motion. Chair Sebesky asked staff to confirm a proportional vote requested.

Mr. Srikanth said that a weighted vote would apportion the votes of TPB members present proportional to their population relative to the total population of the TPB membership.

Mr. Srikanth said that the result of the weighted vote is 8.6 yes and 6.4 no. He said that the proposed amendment to change the 32 percent reduction below 2005 levels by 2030 stands amended to 50 percent below 2005 levels by 2030.

Chair Sebesky stated that Resolution R18-2022 now reads 50 percent below the 2005 level and she opened the floor for discussion.

Mr. Alcorn said that he thinks the seven strategies listed in Table 2 are not enough to meet the reduction and suggested that the TPB members need to come back as a body to explore additional strategies. He proposed a specific amendment for Strategy 7 in Table 2, the cordon fee or commuter tax, that would eliminate the phrase "in the core of the District of Columbia." He said that some of the largest and fastest growing activity centers are in the Dulles corridor, Arlington County and elsewhere and that it is important to understand the new reality, which is that not everybody is just driving into the District of Columbia.

Mr. Alcorn made a motion to amend Strategy 7 in the exploratory strategies to remove "in the District of Columbia" from the phrasing.

Chair Sebesky asked Mr. Snyder if he accepts the amendment to the resolution as friendly.

Mr. Snyder who had made the original motion accepted the amendment as friendly.

Ms. Kostiuk who had seconded the original motion accepted the amendment as friendly.

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Mr. Lewis said that he thinks everything in Table 2 is reasonable and suggested setting goals for electric vehicles for 2030, 2035, and 2040. He said that various transportation sectors are in different places with EV technology and it might be a good idea to include that the TPB will work on EV-related incremental goals over the next 15 to 20 years.

Mr. Srikanth said that part of the exploration could be coordinated closely with COG's Department of Environmental Programs.

Mr. Srikanth stated that the TPB was returning to the resolution with two changes, one of the goals for 2030 has been changed from 32 to 50 percent, and the other one of the strategies is expanding the cordon fee for consideration not just within the District of Columbia. He said that the TPB could continue the amended resolution discussion or could go to vote on a final resolution.

Ms. Kostiuk proposed an amendment to change the language of Strategy 1 in Table 2 to remove the phrase "within jurisdictional boundaries" in consideration of the shifting location of jobs and housing throughout the region.

Mr. Snyder, maker of the original motion, accepted the amendment as friendly. Ms. Kostiuk, who had seconded the original motion, also accepted this amendment as friendly.

Ms. Gardner recommended describing the 50 percent goal as aspirational in the first sentence of the resolution. She said that as an outer jurisdiction, Frederick County is doing everything it can to achieve its climate goals. She stated that Frederick County has solar field-charged electric buses that are fare free, but there are challenges in meeting the goals. She said that she thinks it is incumbent on the TPB to define strategies at a future meeting that come close to achieving the 50 percent goal by 2030.

Ms. Rishell said that she found it difficult to support the 32 percent option and that some of the strategies did not seem to receive wide support among TPB members' survey responses, and there is an issue of having the legal foundation for implementation. She said that the 32 percent option would have required action that was unprecedented for the region, and the 50 percent would be even more unprecedented. She said that she would have supported the 23 percent option but not the 50 percent option.

Mr. Snyder noted that the word "aspirational" is highlighted in the resolution and asked if a motion had been made to determine if the word is a friendly amendment. He said that if that was the case that he would consider it a friendly amendment.

Ms. Kostiuk said she did not consider the word "aspirational" to be a friendly amendment.

Mr. Lee seconded the amendment to add the word "aspirational".

Chair Sebesky called for a vote on inclusion of the word "aspirational" in Resolution R18-2022. She clarified that a yes vote means that "aspirational" will be added, and a no vote means that the word will not be added.

The following members voted 'yes' to add the word "aspirational" to the resolution: Ms. Gardner, Ms. Russell, Mr. Harris, Mr. Lee, Mr. Lewis, Mr. Alcorn, Mr. Walkinshaw, Mr. Snyder, Mr. Shellenberger, Ms. Umstatt, Ms. Sigsbury, Ms. Sebesky, Ms. Rishell, Mr. Angry, Mr. Belita, Mr. Reid, Senator Marsden, Mr. Jaffa.



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The following members voted 'no' to add the word "aspirational" to the resolution: Ms. Hanson, Mr. Allen, Ms. Henderson, Ms. Khan, Mr. Chamberlin, Ms. Bazurto, Mr. Collins, Mr. Jordan, Mr. Conklin, Mr. Orlin, Mr. Weissberg, Mr. Franklin, Ms. Newton, Ms. Kostiuik, Mr. Korman, Mr. Aguirre, Mr. Karantonis.

The following member abstained: Ms. Davis.

Mr. Srikanth reported that there were 18 yes votes, 17 no votes, three absent, and one abstention. A member requested for a weighted vote on the proposed amendment to add the work "aspirational".

Mr. Srikanth said that the proportional vote results are 6.2 yes votes and 8.8 no votes, which means the proposal to add the word "aspirational" is not accepted.

Chair Sebesky called for a proportional vote on the amended Resolution R18-2022. She clarified that the TPB is voting on the resolution including the 50 percent level below 2005 by 2030.

The following members voted 'yes' to Resolution R18-2022: Ms. Hanson, Mr. Allen, Ms. Henderson, Ms. Khan, Mr. Chamberlin, Ms. Bazurto, Mr. Collins, Mr. Harris, Mr. Jordan, Mr. Conklin, Mr. Orlin, Mr. Weissberg, Mr. Franklin, Ms. Newton, Ms. Kostiuik, Mr. Korman, Mr. Aguirre, Mr. Karantonis, Mr. Alcorn, Mr. Walkinshaw, Mr. Snyder, Ms. Davis.

The following members voted 'no' to Resolution R18-2022: Mr. Reid, Mr. Jaffa.

The following members abstained: Ms. Gardner, Ms. Russell, Mr. Lee, Mr. Lewis, Mr. Shellenberger, Ms. Sigsbury, Ms. Umstattd, Ms. Sebesky, Ms. Rishell, Mr. Belita, Mr. Angry.

Mr. Srikanth reported that the vote count was 22 yes votes, 2 no votes, 11 abstentions, and 4 absent.

The proportional vote results are 13.3 for yes and 1.6 for no (During the meeting Mr. Srikanth reported the vote count by rounding the numbers, as 13 Yes and 2 No).

The board approved Resolution 18-2022 at the 50 percent reduction level below 2005 by 2030 with the text amendments to Strategy 7 in Table 2 to remove the phrase "in the District of Columbia" and to remove the phrase "within jurisdictional boundaries" in Strategy 1 of Table 2.

## **9. PBPP: CMAQ PROGRAM 2022-2025 TARGETS**

Referring to the agenda item memo, Mr. Randall asked TPB members for their approval of Resolution R19-2022 adopting performance-based planning and programming targets for the Congestion Mitigation and Air Quality Improvement (CMAQ) Program measures. He said that the TPB received a briefing on the draft performance measure targets at its May meeting and that no comments were received on the draft measures.

Mr. Randall said that the CMAQ target setting is a federal requirement, and the targets are data driven, not aspirational.

Chair Sebesky moved approval of R19-2022. The motion was seconded by Ms. Umstattd.

Mr. Srikanth stated that the targets are set for urbanized areas so the TPB will need to coordinate the same targets with the Baltimore and Fredericksburg MPOs. He said that TPB staff have been coordinating with those MPOs on the targets.

The motion passed unanimously.

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## 10. REGIONAL ROADWAY SAFETY PROGRAM APPROVAL

Mr. Schermann referred to the meeting materials that include the Regional Roadway Safety Program project listing and maps and recommended the TPB approve the Regional Roadway Safety Program. He said that the program received \$640,000 in funding requests and ten applications. He said that the program has \$250,000 available, and the screening panel recommended four projects. He stated that with TPB approval, the projects are anticipated to be under contract by September, and the next round of safety program applications will open in January 2023.

Mr. Schermann said that the first project is in Prince George's County and is for consultant services to identify roadway issues faced by pedestrians and bicyclists along a segment of Wheeler Road and a segment of Brooks Drive. He said that the projects will include design recommendations for safety improvements as part of Prince George's County's high injury network and within Equity Emphasis Areas (EEAs).

Mr. Schermann described the next project from the Maryland National Capital Parks & Planning Commission in Prince George's County, which is also in an EEA. He said that the second project seeks consultant services determine pedestrian and bicyclist facilities near Walker Mill Regional Park. He said that the third project is in the City of Rockville, also in an EEA, and will involve identifying concept designs for safety countermeasures at the intersection of Beall Avenue/Maryland 355 intersection and the Beall Avenue/Maryland Avenue intersection.

Mr. Schermann stated that the fourth project is in the City of Alexandria for developing design improvements for the intersections of Duke Street at S. Patrick and S. Henry Streets, which are two of the highest crash locations in Alexandria.

Ms. Russell moved approval of the Regional Roadway Safety Program technical assistance projects for Fiscal Year 2023. The motion was seconded by Ms. Newton.

The motion passed unanimously.

## Meeting Highlights TPB Technical Committee – July 8, 2022

The Technical Committee met on Friday, July 8, 2022. Meeting materials can be found here:  
<https://www.mwcog.org/events/2022/07/08/tpb-technical-committee-tpb/>

The following items were reviewed for inclusion on the TPB's July agenda.

### **TPB AGENDA ITEM 7 – FOR BOARD APPROVAL: REGIONAL CAR FREE DAY 2022 PROCLAMATION**

In an effort to create awareness and encourage residents to go car free by using public transportation, bicycling or walking, or go car lite and carpool, Regional Car Free Day events are being organized in the region for September 22. These events will encourage the community and regional decision-makers to support car free policies and initiatives.

### **TPB AGENDA ITEM 8 – FOR BOARD APPROVAL: FY 2023 TRANSPORTATION ALTERNATIVES SET ASIDE PROGRAM FOR MARYLAND TPB JURISDICTIONS**

A portion of the federal Transportation Alternatives Set-Aside Program (TAP) is sub-allocated to the TPB for project selection in suburban Maryland. The committee was briefed on the recommended projects and the TPB will be asked to approve them on July 20, 2022.

### **TPB AGENDA ITEM 9 – ENVIRONMENTAL JUSTICE ANALYSIS PHASE 1: UPDATE EQUITY EMPHASIS AREAS**

In preparation for the Environmental Justice analysis of Visualize 2045, staff have applied the TPB-approved methodology to update the Equity Emphasis Areas using the most recent American Community Survey data. The resulting map was shared.

### **TPB AGENDA ITEM 10 – TPB BYLAWS UPDATE**

The TPB Bylaws will be updated to reflect the Board's interest in continuing to offer virtual participation for future meetings. TPB will be asked to approve the Bylaws in September.

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The following items were presented for information and discussion:

### **2022 CONGESTION MANAGEMENT PROCESS (CMP) TECHNICAL REPORT**

The committee accepted as final the 2022 CMP Technical Report, developed as a biennial update of this major component of the CMP. The draft report was reviewed by the committee at the June 3 meeting.

### **BUS EQUITY ANALYSIS RESULTS**

Revisiting the transit equity white paper and webmap prepared in Spring 2021, the committee was briefed on an updated webmap and revised analysis of transit equity, looking at the latest local bus service coverage and frequency in the region in relation to the travel needs of traditionally disadvantaged populations.

### **IIJA GRANTS**

The committee was briefed on a summary of federal funding grants and program updates as enacted by the federal surface transportation reauthorization of November 15, 2021 when the Infrastructure Investment and Jobs Act (IIJA) was signed into law.

## **OTHER BUSINESS**

- Resiliency 4-Part Webinars Series: Webinar: July 15, please visit:  
<https://www.mwcog.org/events/2022/07/15/break-down-barriers-integrating-climate-resilience-into-transportation-planning--programming/>
- SPOTS questionnaire
- Staff Update

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## COMMUNITY ADVISORY COMMITTEE MONTHLY REPORT

July 20, 2022  
*Ashley Hutson, CAC Chair*

The TPB Community Advisory Committee (CAC) met on Thursday, July 14, for a special joint meeting with the TPB officers that was designed to strengthen the relationship between the committee and the TPB.

The session featured short presentations from the three TPB officers – Chair Pam Sebesky (Manassas, VA), Vice Chair Reuben Collins (Charles County, MD), and Vice Chair Christina Henderson (District of Columbia). In their remarks, the officers described the unique challenges that each of their jurisdictions are facing. Remarks about Manassas and Charles County focused on connectivity and the continuing needs of drivers, while the presentation from DC stressed safety and pedestrian-related issues. After a full group discussion, the session broke into three groups, giving all participants – CAC and TPB members alike – the chance to discuss regional transportation issues that pertain to their own states.

### Remarks of the Officers and Group Discussion

The officers' remarks were informal and identified some key priorities and concerns that were explored throughout the meeting:

- Chair Sebesky thanked the CAC members for their work as volunteers and spoke about the importance of the committee's input. She noted that our region is very diverse, calling attention to the different planning policies in three states. She further noted the region's outer jurisdictions are still quite auto dependent, and she believes it is important for her to bring that perspective into the TPB's discussions. She said CAC's input is particularly important because the committee members reflect different perspectives from across the region.
- Vice Chair Collins spoke about the differences among jurisdictions across the region. He noted that he and Chair Sebesky come from two of the smallest jurisdictions. He said that he came to the TPB primarily interested in supporting the development of light rail service into Charles County. He said that, as a growing community, it is imperative to look at ideas to reduce the impact of cars.
- Vice Chair Henderson noted that although DC is very different from Charles County and Manassas, not all transportation perspectives in the district are monolithic. She said that it is important for her work– both at the District and the regional levels – to support policies that reduce vehicle use as well as reduce traffic violence. She emphasized the importance of Safe Streets measures.

Member questions and comments focused largely on safety:

- A member of the CAC spoke about concerns that bicyclists ignore traffic laws and endanger pedestrians. Other members voiced support for this concern. However some members pushed back, noting that cyclists often do not feel they have adequate safe space on roads, and therefore they ride on sidewalks, which is the source of some of the tension.

- Another member spoke about the value of traffic enforcement. He suggested the District should erect signs saying “This improvement was funded through \$20 speeding tickets.
- A member expressed concern that DC is currently giving drivers licenses to individuals who have outstanding citations for traffic violations. Ms. Henderson said she does not agree with this policy.

### **State-Based Breakouts and Report-Outs**

The meeting was divided into three breakouts based on state. At the conclusion, the full committee reconvened to hear brief summaries of the group discussions:

#### ***District of Columbia***

Topics of discussion included:

- ***Street safety.*** The DC Council is currently working on the Safer Streets Amendments Act, which will address a variety of measures, including right-turns on red and raised crosswalks.
- ***Concerns about transit ridership and the future of WMATA.*** The group discussed the need to bring people back to transit after the pandemic. Participants also noted that federal emergency funding, which has been a lifeline to public transit throughout the country, will soon be ending.
- ***Support for bike lane networks.*** However, participants commented that more attention need to be paid to how those bike lanes interact with roads
- ***Electric vehicle charging.*** Members noted that people many people still want to own cars in DC, but increasingly they are going to be electric vehicles.

#### ***Maryland***

Topics of discussion included:

- ***Need to pay attention to the outer jurisdictions’ needs.*** Recipients discussed the different levels of planning and development among the region’s jurisdictions. The group discussed whether jurisdictions that have more resources and experience might be able to provide support for jurisdictions with fewer resources. The group also discussed whether the TPB’s technical resources could be leveraged to help jurisdictions that are in greater need of planning support.
- ***Support for transit to suburban locations.*** Mr. Collins reiterated his interest in the Southern Maryland Rapid Transit project, which is currently in the NEPA process.
- ***Support for TPB climate initiatives.*** A member expressed support for the climate change goals adopted by the TPB in June.
- ***Maryland’s diminishing attraction to business.*** Finally, the group discussed concerns that Maryland seems to be less friendly to business in recent years, and this perception is in part fueled by transportation problems.

#### ***Virginia***

Topics of discussion included:

- ***Connect jurisdictions*** – Virginians on the CAC recognize the diverse styles of living throughout the region and support multi-modal options. The group agreed that in order to reduce emissions and vehicles on the roads, the outer jurisdictions should support plans in the inner jurisdictions to expand transit and walking options, while recognizing that the outer jurisdictions are likely to remain largely dependent on automobile travel.

- ***Transportation projects often take a lot of time.*** The group discussed the fact that it often takes decades to make transportation improvements, but in the meantime, it is important to make shorter-term improvements to maximize interoperability between existing modes.
- ***Continuing concern about fragmentation.*** Although the group tried to remain positive, they said it nonetheless is true that the fragmentation and the lack of coordination among our region's jurisdictions continues to be a problem.
- ***The value of communication.*** Chair Sebesky urged the CAC members to develop relationships with their TPB members and communicate with them frequently.

## Other Business

- Lyn Erickson of the TPB staff provided an overview of the upcoming TPB agenda.

## Attendees

### Members

Ashley Hutson, Chair  
 Nancy Abeles  
 Ra Amin  
 Solomon Haile  
 Delia Houseal  
 Katherine Kortum  
 Jeff Jamawat  
 Eyal Li  
 Daniel Papiernik  
 Jeff Parnes  
 Lorena Rios  
 Elisa Walton

### Staff

Rachel Beyerle  
 Lyn Erickson  
 John Swanson

### Other

Pam Sebesky, TPB Chair  
 Reuben Collins, TPB Vice Chair  
 Christina Henderson, TPB Vice Chair  
 Kacy Kostiuk, TPB member  
 Heather Edelman, DC Council staff  
 Matt Joseph  
 Bill Orleans



## **MEMORANDUM**

**TO:** Transportation Planning Board  
**FROM:** Kanti Srikanth, TPB Staff Director  
**SUBJECT:** Steering Committee Actions and Report of the Director  
**DATE:** July 14, 2022

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The attached materials include:

- Steering Committee Actions
- Letters Sent/Received
- Announcements and Updates





## MEMORANDUM

**TO:** Transportation Planning Board  
**SUBJECT:** Steering Committee Actions  
**FROM:** Kanti Srikanth, TPB Staff Director  
**DATE:** July 14, 2022

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At its meeting on July 8, 2022, the TPB Steering Committee reviewed and adopted TPB Resolution SR1-2023 supporting the submission of 45 Northern Virginia highway, transit, and bicycle and pedestrian projects into the Commonwealth of Virginia's SMART SCALE transportation project prioritization process, as requested by the Virginia Department of Transportation (VDOT).

Localities, public transportation providers, and other agencies that wish to submit projects for SMART SCALE funding must demonstrate that the projects are included in or are exempt from inclusion in Visualize 2045, or, if the projects are not in the plan, they must be accompanied by a resolution of support from the Metropolitan Planning Organization (MPO) in order to be considered for the SMART SCALE prioritization process. This resolution of support does not in any way constitute a final approval of these projects. All projects that are awarded SMART SCALE funding and are not already included in Visualize 2045, as amended or updated, must each be treated as a new project to the TPB's process and will be evaluated accordingly as specified in the TPB's Technical Inputs Solicitation Submission Guide at that time.

The TPB Bylaws provide that the Steering Committee "shall have the full authority to approve non-regionally significant items, and in such cases, it shall advise the TPB of its action." The director's report each month and the TPB's review, without objection, shall constitute the final approval of any actions or resolutions approved by the Steering Committee.

### Attachments

- Adopted resolution SR1-2023: A resolution of support for submission of Northern Virginia projects for the Commonwealth of Virginia's SMART SCALE transportation project prioritization process, as requested by VDOT

**TPB Steering Committee Attendance – July 8, 2022**  
(only voting members or alternates listed)

TPB Chair/ VA rep.:	Pamela Sebesky
TPB Vice-Chair/MD rep.:	Reuben Collins
TPB 2 <sup>nd</sup> Vice-Chair/DC Rep.:	Christina Henderson
DDOT:	Mark Rawlings
MDOT:	Kari Snyder
VDOT:	Regina Moore
WMATA:	Mark Phillips
Technical Committee Chair:	Matthew Arcieri

**NATIONAL CAPITAL REGION TRANSPORTATION PLANNING BOARD**  
777 North Capitol Street, N.E.  
Washington, D.C. 20002

**A RESOLUTION OF SUPPORT FOR SUBMISSION OF NORTHERN VIRGINIA PROJECTS  
FOR THE COMMONWEALTH OF VIRGINIA'S SMART SCALE TRANSPORTATION PROJECT  
PRIORITIZATION PROCESS**

**WHEREAS**, the National Capital Region Transportation Planning Board (TPB), as the federally designated metropolitan planning organization (MPO) for the Washington region, has the responsibility under the provisions of the Fixing America's Surface Transportation (FAST) Act, reauthorized November 15, 2021 when the Infrastructure Investment and Jobs Act (IIJA) was signed into law, for developing and carrying out a continuing, cooperative and comprehensive transportation planning process for the metropolitan area; and

**WHEREAS**, on June 15, 2022, the TPB approved the 2022 Update to Visualize 2045, the long-range transportation plan for the National Capital Region, which was developed as specified in the Federal Planning Regulations and is the MPO's long-range plan of record; and

**WHEREAS**, localities, agencies and public transportation providers that wish to submit projects for the Commonwealth of Virginia SMART SCALE funding must demonstrate that the project is included in or is exempt from inclusion in the MPO's long-range transportation plan, or, if the project is not in the plan, the project must have an MPO resolution of support, in order to be considered for the SMART SCALE prioritization process; and

**WHEREAS**, the Virginia Department of Transportation (VDOT) receives all highway and transit SMART SCALE project submissions, has transmitted the attached list of preliminary applications received by June 30, and has worked with TPB staff in reviewing the highway and transit project submissions for submission eligibility; and

**WHEREAS**, absent a determination by TPB staff that a project is already included in the approved plan, submission of projects for SMART SCALE funding requires a resolution of support by the TPB; and

**WHEREAS**, submission of projects to the Commonwealth for the SMART SCALE process does not infer nor commit TPB to include any project into its long-range plan; and

**WHEREAS**, all projects that are awarded SMART SCALE funding and are not already included in Visualize 2045, as amended or updated, must each be treated as a new project to the TPB's process and will be evaluated accordingly as specified in the TPB's Technical Inputs Solicitation Submission Guide; and

**WHEREAS**, VDOT expects the final list of projects submitted to be a subset of the attached preliminary list and will provide the TPB with a list of projects that were submitted at the August 1 deadline, and will also provide TPB with the list of projects that were awarded funding;

**NOW, THEREFORE, BE IT RESOLVED THAT** the National Capital Region Transportation Planning Board supports submission of the following Northern Virginia projects to the Commonwealth of Virginia SMART SCALE Project Prioritization Process as listed in the attached materials:

**Approved by the TPB Steering Committee at its virtual meeting on July 8, 02022.**



# COMMONWEALTH of VIRGINIA

## DEPARTMENT OF TRANSPORTATION

Stephen C. Brich, P.E.  
Commissioner  
June 22, 2022

1401 East Broad Street  
Richmond, Virginia 23219

(804) 786-2701  
Fax: (804) 786-29

The Honorable Pamela Sebesky  
Chair, National Capital Region Transportation Planning Board  
Metropolitan Washington Council of Governments  
777 North Capital Street, N.E., Suite 300  
Washington, DC 20002-4201

RE: Northern Virginia SMART SCALE application process – TPB resolution of support to apply for funding

Dear Chair Sebesky:

The Virginia Department of Transportation (VDOT) seeks the National Capital Region Transportation Planning Board's (TPB) approval of a resolution of support for the submission of Northern Virginia SMART SCALE projects that are not currently in the recently adopted update of Visualize 2045.

Virginia House Bill 2, signed by the Virginia Governor on April 6, 2014 and effective as of July 1, 2014, required the development of a prioritization process, now known as SMART SCALE, and directed the Commonwealth Transportation Board (CTB) to develop and use a performance based scoring process for project selection. The purpose of SMART SCALE is to fund the right transportation projects through a prioritization process that evaluates each project's merits using key factors, including: improvements to safety, congestion reduction, accessibility, land use, economic development, and the environment. The evaluation focuses on the degree to which a project addresses an identified problem or need relative to requested funding for the project. Once projects are scored and prioritized, the CTB has the best information possible to select the right projects for funding.

As part of the SMART SCALE prioritization process, Virginia law requires that Northern Virginia localities, agencies and public transportation providers that wish to submit projects for Virginia SMART SCALE funding must show that the project is included in or is exempt from inclusion in each Virginia Metropolitan Planning Organization's (MPO) Constrained Long Range Plan (CLRP) or, if the project is not in the an MPO's CLRP, it must have a resolution of support..

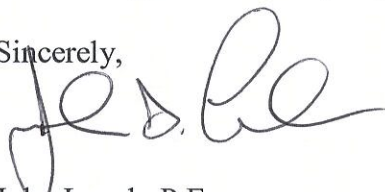
There are several projects that Virginia TPB member jurisdictions wish to be considered for the SMART SCALE prioritization process, therefore the TPB, as the MPO representing Northern Virginia, is being asked to approve a resolution of support for projects that are not in the TPB's current long-range plan, Visualize 2045. This resolution will be an endorsement of a project, rather it will enable a project to be submitted for review. If the project does get awarded with SMART SCALE funding, it will then re-enter the TPB process as a new project and will be evaluated accordingly as

specified in the TPB Technical Solicitation Submission Guide. In addition, the first year of the awarded funding will be 2028, therefore there will be time for any project that gets funded to be included in Visualize 2045.

Enclosed are the list of 45 Northern Virginia's projects submitted as pre-applications for the Commonwealth of Virginia 2022 SMART SCALE Project Prioritization Process. VDOT requests that the resolution of support be approved by the TPB Steering Committee at its July 8, 2022 meeting.

We appreciate your cooperation in this matter. Should you have any additional questions, please contact Regina Moore at (703) 963-5388 or via email at [Regina.Moore@vdot.virginia.gov](mailto:Regina.Moore@vdot.virginia.gov).

Sincerely,

A handwritten signature in black ink, appearing to read 'John Lynch', written over the word 'Sincerely,'.

John Lynch, P.E.  
Northern Virginia District Administrator

cc: Maria Sinner, P.E., Assistant District Administrator for Planning and Investment Management,  
Northern Virginia District  
Amir Shahpar, P.E., Director of Transportation Planning, Northern Virginia District  
Rahul Trivedi, P.E., Assistant Director of Transportation Planning, Northern Virginia District

**NORTHERN VIRGINIA PROJECTS SUBMITTED TO THE COMMONWEALTH OF VIRGINIA  
2022 SMART SCALE PROJECT PRIORIZATION PROCESS**

*SMART SCALE PROJECT PROPOSALS NOT CURRENTLY INCLUDED IN 2022 UPDATE OF VISUALIZE 2045*

Highway Projects (15)

- |  |                       |
|--|-----------------------|
| • I-395 Exit Ramp Improvements at Duke Street                      | Alexandria City       |
| • Arlington Blvd/Washington Blvd Interchange Ramp 1                | Arlington County      |
| • Arlington Blvd/Manchester Street Left-Turn Lane Extensions       | Arlington County      |
| • South Street Extension   | Fairfax City          |
| • Seven Corners Ring Road (Phase 1)                                | Fairfax County        |
| • Sterling Road Complete Street Improvements                       | Herndon Town          |
| • East Market Street Improvements: Route 15 Bypass to Plaza Street | Leesburg Town         |
| • Route 15 at Braddock Road Roundabout                             | Loudoun County        |
| • East Church Road and North Lincoln Avenue Roundabout             | Loudoun County        |
| • Route 28 – Centreville Road Corridor Improvements                | Manassas Park City    |
| • Route 294 (Prince William Pkwy) Corridor Improvements            | Prince William County |
| • Route 234 Business (Battleview Road to Godwin Drive)             | Prince William County |
| • US 29 (Lee Highway) Corridor Improvements                        | Prince William County |
| • Minnieville Road/Prince William Pkwy Interchange                 | Prince William County |
| • Minnieville Road/Dale Blvd Intersection Improvements             | Prince William County |

Bicycle and Pedestrian Projects (13)

- |   |                       |
|---|-----------------------|
| • Duke Street and Van Dorn Street Intersection Improvements       | Alexandria City       |
| • George Snyder Trail Eastern Extension                           | Fairfax City          |
| • East End Multimodal Improvements                                | Falls Church City     |
| • Cascades Parkway Bike & Ped (Nokes Blvd to Victoria Station Dr) | Loudoun County        |
| • Cascades Parkway Bike & Ped (Church Rd to Victoria Station Dr)  | Loudoun County        |
| • Cascades Parkway Bike & Ped (Nokes Blvd to Woodshire Dr)        | Loudoun County        |
| • Franklin Park to Town of Purcellville Trail                     | Loudoun County        |
| • Route 7 Shared Use Path and Sidewalk Projects                   | Loudoun County        |
| • Lovettsville – S. Loudoun & S. Locust Street Ped Improvements   | Loudoun County        |
| • Lovettsville – Berlin Turnpike at E. Broad Way Intersection     | Loudoun County        |
| • Godwin Drive Share Use Path                                     | Manassas City         |
| • Park Central Bicycle and Pedestrian Improvements                | Manassas Park City    |
| • Route 15 Pedestrian Bridge                                      | Prince William County |

*FOR INFORMATION ONLY: SMART SCALE PROJECT PROPOSALS ALREADY INCLUDED VISUALIZE 2045*

Bus Transit Projects (1)

- |                      |                 |
|----------------------|-----------------|
| • Metroway Extension | Alexandria City |
|----------------------|-----------------|

(Next page)

Highway Projects (16)

- Route 7 Widening (Route 123 to I-495) Fairfax County
- Route 7 Widening (I-495 to I-66) Fairfax County
- Frontier Drive Extension Fairfax County
- Richmond Highway Corridor Improvements Fairfax County
- Soapstone Road Extension/Dulles Toll Road Overpass Fairfax County
- Fairfax County Parkway Widening (Route 123 to Nomes Court) Fairfax County
- Town Center Parkway Underpass Fairfax County
- Herndon Parkway Improvements at Worldgate Drive Extension Herndon Town
- Route 15 Leesburg Bypass Interchange with Edwards Ferry Road Leesburg Town
- Route 7 Improvements – Phase 3 (Route 9 to Dulles Greenway) Loudoun County
- Route 1 at 123 Interchange and Intersection Improvements Prince William County
- Route 1 Widening from Cardinal Drive to Route 234 Prince William County
- Route 123 at Old Bridge Road Intersection Improvements Prince William County
- Route 234 at Sudley Manor Drive Intersection Improvements Prince William County
- Route 234 at Clover Hill Road Intersection Improvement Prince William County
- Van Buren Road Improvements (Route 234 to Cardinal Drive) Prince William County





**MEMORANDUM**

**TO:** Transportation Planning Board  
**FROM:** Kanti Srikanth, TPB Staff Director  
**SUBJECT:** Letters Sent/Received  
**DATE:** July 14, 2022

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The attached letters were sent/received since the last TPB meeting.



National Capital Region  
**Transportation Planning Board**

July 5, 2022

Mr. Gregory Murrill,  
Division Administrator, FHWA  
George H. Fallon Federal Building  
Federal Highway Administration  
31 Hopkins Plaza, Suite 1520  
Baltimore, Maryland 21201

Re: Information Related to the Final Environmental Impact Statement (FEIS) and Final Section 4(f) Evaluation for the I-495 & I-270 Managed Lanes Study (MLS)

Dear Mr. Murrill:

On behalf of the National Capital Region Transportation Planning Board (TPB), I am writing to provide you with information related to the Maryland Department of Transportation State Highway Administration (MDOT SHA) and Federal Highway Administration (FHWA) published Final Environmental Impact Statement (FEIS) and Final Section 4(f) Evaluation for the I-495 & I-270 Managed Lanes Study. The TPB is the federally designated metropolitan planning organization (MPO) for the National Capital Region and the proposed Managed Lanes project is entirely within the TPB's planning area.

The TPB understands that the FEIS for the proposed project was published on June 17, 2022, and the document will remain available to the public for review through July 18, 2022. The TPB also understands that during this availability period, the FHWA is anticipated to issue a Record of Decision (ROD), particularly on the Study's Selected Alternative - MLS Preferred Alternative - Alternative 9 - Phase 1 South. MDOT SHA has noted that the FEIS reflects responses to comments received on the Draft Environmental Impact Statement (DEIS) and the Supplemental Draft Environmental Impact Statement (SDEIS).

Consistent with the National Environmental Policy Act (NEPA) requirements for EISs, the TPB, as the MPO for the project area, was requested by MDOT to include the study project in its long-range transportation plan (LRTP). I am writing to inform you that the TPB adopted the update to its LRTP, called Visualize 2045, on June 15, 2022, upon demonstrating that the LRTP met the federal fiscal constraint requirements and demonstrated conformity to regional air quality plans and the federally approved motor vehicle emissions budget (for Ozone). The TPB's resolutions adopting the LRTP and approving the regional air quality conformity analysis for this plan are attached (Attachments 1 and 2 respectively). The TPB has formally submitted the documents to the Federal Highway Administration and Federal Transit Administration for their review and approval.

The TPB's most recently adopted LRTP does include MDOT SHA's I-495 & I-270 Managed Lanes project. The project as included TPB's Visualize 2045 has three distinct segments, with varying actions and schedules for each and is described below:

1. Phase 1 Southern segment: Construct two managed lanes, in each direction, of I-495 from the vicinity of George Washington Memorial Parkway (VA 193) in Virginia, goes across the

Mr. Gregory Murrill, Division Administrator, FHWA  
July 5, 2022

- American Legion Bridge, along I-270 all the way up to Maryland I-370. This segment is listed for construction with an anticipated open to traffic date of 2025.
2. Phase 1 Northern segment: Construct two managed lanes, in each direction, of I-270 from I-370 to I-70 in Frederick. That segment is listed for construction with an anticipated open to traffic date of 2030.
  3. Phase 2 Eastern segment: This is a study of building managed lanes on I-495 in Maryland, starting at the I-270 spur to the east and up to the vicinity of the Woodrow Wilson Bridge. This study segment is not included in the plan for construction.

The financial plan submitted by MDOT for all its transportation projects included in Visualize 2045 and its air quality conformity analysis indicates that funding is reasonably expected to be available for the above three activities. The TPB's regional air quality conformity analysis includes both Phase 1 segments of the project, above, with the Phase 2 segment excluded since no changes to the transportation system capacity has been proposed at this time.

Lastly, as part of the TPB's acceptance of the above project MDOT identified a complementary set of other transportation projects that MDOT intends to fund. These projects and the commitment to implement them are outlined in a letter received by the TPB from MDOT in June of 2022 and is included as Attachment 3.

I trust your office will find the above information and the attachments documents relevant and informs your review of the FEIS.

Should you have any questions on the TPB activities in this regard, please do not hesitate to contact me at [KSrikanth@mwccog.org](mailto:KSrikanth@mwccog.org) or 202-962-3257. Thank you for your consideration.

Sincerely,



Kanathur N. Srikanth  
Director, Transportation Planning Board

cc:

Mr. Jitesh Parikh, P3/MLS Director, FHWA  
Mr. R Earl Lewis, Jr., Deputy Secretary for Policy, Planning, & Enterprise Services  
Mr. Tim Smith, Administrator, MDOT-State Highway Administration  
Mr. Jeffrey T. Folden, I-495 & I-270 P3 Office Director, MDOT

# ATTACHMENT 1

TPB R15-2022  
June 15, 2022

**NATIONAL CAPITAL REGION TRANSPORTATION PLANNING BOARD**  
777 North Capitol Street, N.E.  
Washington, D.C. 20002

**RESOLUTION APPROVING THE 2022 UPDATE TO THE VISUALIZE 2045 LONG-RANGE  
TRANSPORTATION PLAN FOR THE NATIONAL CAPITAL REGION AND  
THE FY 2023-2026 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)**

**WHEREAS**, the National Capital Region Transportation Planning Board (TPB), as the federally designated metropolitan planning organization (MPO) for the Washington region, has the responsibility under the provisions of the Fixing America's Surface Transportation (FAST) Act, reauthorized November 15, 2021 when the Infrastructure Investment and Jobs Act (IIJA) was signed into law, for developing and carrying out a continuing, cooperative and comprehensive transportation planning process for the metropolitan area; and

**WHEREAS**, the Federal Planning Regulations of the Federal Transit Administration (FTA) and the Federal Highway Administration (FHWA) implementing the FAST Act, which became effective June 27, 2016, specify the development and content of the long-range transportation plan and of the transportation improvement program and require that it be reviewed and updated at least every four years; and

**WHEREAS**, on October 17, 2018, the TPB approved a new long-range transportation plan, called "Visualize 2045," that meets federal planning requirements, addresses the federal planning factors and goals in the TPB Vision and the Regional Transportation Priorities Plan, and included a new "Aspirational Element" as specified by TPB Resolution R8-2018; and

**WHEREAS**, the TIP is required by FHWA and FTA as a basis and condition for all federal funding assistance to state, local and regional agencies for transportation improvements within the Washington planning area and the TPB approved the FY 2021-2024 Transportation Improvement Program (TIP) on March 20, 2020, which was developed as specified in the Federal Planning Regulations; and

**WHEREAS**, on December 16, 2020, TPB staff issued a Technical Inputs Solicitation Submission Guide, which is a formal call for area transportation implementing agencies to submit technical details, including information necessary to perform the required air quality analysis of the 2022 Update to the Visualize 2045 long-range transportation plan, and for projects and programs to be included in the FY 2023-2026 TIP that will meet federal planning requirements, and will address the federal planning factors and goals in the TPB Vision and the Regional Transportation Priorities Plan; and

**WHEREAS**, the transportation implementing agencies in the region provided project submissions for the 2022 Update to Visualize 2045 and the FY 2023-2026 TIP, and the TPB Technical Committee and the TPB reviewed the project submissions at meetings in April, May, June and July 2021 meetings; and

**WHEREAS**, at its June and July 2021 meetings, the TPB approved the projects submitted for inclusion in the Air Quality Conformity Analysis of the 2022 Update to Visualize 2045 and the FY 2023-2026 TIP; and

**WHEREAS**, MDOT made certain transit commitments associated with the I-270/I-495 Traffic Relief Plan in Resolution R2-2022 and is required to brief the TPB on the transit commitments related to Phase 1 South of the I-270/I-495 Traffic Relief Plan; and the TPB will provide a formal statement for inclusion in the public docket of the FEIS for the I-270/I-495 Traffic Relief Plan referencing TPB's requirement that the transit commitments be met; and MDOT will report to TPB on the status of the transit commitments to Montgomery County bimonthly until a transit commitments agreement is reached with Montgomery County for Phase 1 South of the project; and

**WHEREAS**, on June 15, 2022, upon adopting on-road greenhouse gas reduction goals and strategies, to be appended to the 2022 Update to Visualize 2045; and

**WHEREAS**, on April 1, 2022, the draft FY 2023–2026 TIP was released for a 30-day public comment and inter-agency review period along with the draft 2022 Update to Visualize 2045, and the Air Quality Conformity Analysis; and

**WHEREAS**, the FY 2023-2026 TIP has been developed to meet the financial requirements in the Federal Planning Regulations; and

**WHEREAS**, during the development of the 2022 Update to Visualize 2045, the FY 2023-2026 TIP, and the Air Quality Conformity Analysis, the TPB Participation Plan was followed, and several opportunities were provided for public comment: (1) a 30-day public comment period on project submissions for the air quality conformity analysis of the 2022 Update to Visualize 2045 and the FY 2023-2026 TIP and the air quality conformity analysis scope of work was provided from April 2 to May 3, 2021; (2) the TPB Community Advisory Committee (CAC) was briefed on the project submissions at its April 15, 2021 meeting, (3) an opportunity for public comment on these submissions was provided at the beginning of the April, May, June and July 2021 TPB meetings; (4) on April 1, 2022 the draft 2022 Update to Visualize 2045, the FY 2023-2026 TIP, and the draft Air Quality Conformity Analysis were released for a 30-day public comment period which closed on May 1, 2022; (5) on April 6 and 7, 2022, a virtual open house was held where staff shared results of the plan analysis and provided an opportunity for questions and answers; (6) on April 14, 2022, a Public Forum was held on the development of the FY 2023-2026 TIP; (7) an opportunity for public comment on these documents was provided on the TPB website and on the Visualize 2045 website, and at the beginning of the April, May and June 2022 TPB meetings; and (8) the documentation of the 2022 Update to Visualize 2045, the FY 2023-2026 TIP, the Air Quality Conformity Analysis includes summaries of all comments and responses; and

**WHEREAS**, the TPB Technical Committee has recommended favorable action on the 2022 Update to Visualize 2045, the FY 2023-2026 TIP, and the Air Quality Conformity Analysis by the Board; and

**WHEREAS**, on June 15, 2022, the TPB passed Resolution R16-2022, determining that the 2022 Update to Visualize 2045, the FY 2023-2026 TIP conform with the requirements of the Clean Air Act Amendments of 1990; and

**WHEREAS**, the FY 2023-2026 TIP projects are consistent with the 2022 Update to Visualize 2045, and are selected in accordance with the Federal Planning Regulations; and

**NOW, THEREFORE, BE IT RESOLVED THAT** the National Capital Region Transportation Planning Board approves the 2022 Update to Visualize 2045 and the FY 2023-2026 Transportation Improvement Program.

Adopted by the Transportation Planning Board at its regular meeting on June 15, 2022

# ATTACHMENT 2

TPB R16 -2022  
June 15, 2022

NATIONAL CAPITAL REGION TRANSPORTATION PLANNING BOARD  
777 North Capitol Street, N.E.  
Washington, D.C. 20002

## RESOLUTION FINDING THAT THE 2022 UPDATE TO THE VISUALIZE 2045 LONG-RANGE TRANSPORTATION PLAN AND THE FY 2023-2026 TRANSPORTATION IMPROVEMENT PROGRAM CONFORM WITH THE REQUIREMENTS OF THE CLEAN AIR ACT AMENDMENTS OF 1990

**WHEREAS**, the National Capital Region Transportation Planning Board (TPB) has been designated by the Governors of Maryland and Virginia and the Mayor of the District of Columbia as the Metropolitan Planning Organization (MPO) for the Washington Metropolitan Area; and

**WHEREAS**, the U.S. Environmental Protection Agency (EPA), in conjunction with the U.S. Department of Transportation (DOT), under the Clean Air Act Amendments of 1990 (CAAA), issued on November 24, 1993 "Criteria and Procedures for Determining Conformity to State or Federal Implementation Plans of Transportation Plans, Programs, and Projects Funded or Approved Under Title 23 U.S.C. or the Federal Transit Act," and, over the years, subsequently amended these regulations and provided additional guidance, which taken together provide the specific criteria for the TPB to make a determination of conformity of its financially constrained long-range transportation plan and Transportation Improvement Program (TIP) with the State Implementation Plan (SIP) for air quality maintenance within the Metropolitan Washington non-attainment area; and

**WHEREAS**, on December 16, 2020, the TPB staff released the Technical Inputs Solicitation Submission Guide and asked for inputs to the 2022 Update to Visualize 2045 and the FY 2023-2026 TIP; and

**WHEREAS**, a scope of work was developed to address all procedures and requirements, including public and interagency consultation, and the scope was released for public comment on April 2, 2021, and approved by the TPB at its June 16, 2021 meeting; and

**WHEREAS**, highway and transit project inputs submitted for inclusion in the air quality conformity analysis of the 2022 Update to Visualize 2045 and the FY 2023-2026 TIP were released for public comment on April 2, 2021, and approved by the TPB at its June and July 2021 meetings; and

**WHEREAS**, on April 1, 2022, the draft results of the air quality conformity analysis of the 2022 Update to the Visualize 2045 transportation plan and FY 2023-2026 TIP were released for a 30-day public comment period with inter-agency consultation; and

**WHEREAS**, the analysis reported in the Summary Report: Air Quality Conformity Analysis of the 2022 Update to Visualize 2045, dated June 15, 2022, demonstrates adherence to all mobile source emissions budgets for ground level ozone precursors Volatile Organic Compounds (VOC) and Nitrogen Oxides (NOx), and meets all regulatory, planning and interagency consultation requirements, and therefore provides the basis for a finding of conformity of the 2022 Update to Visualize 2045 and the FY 2023-2026 TIP with the requirements of the CAAA; and

**WHEREAS**, as part of the TPB's interagency consultation process, the Metropolitan Washington Air Quality Committee (MWAQC) concurs with the regional air quality conformity determination of the 2022 Update to Visualize 2045 and the FY 2023-2026 TIP, and provided other comments relating to the region's air quality;

**NOW, THEREFORE, BE IT RESOLVED THAT** the National Capital Region Transportation Planning Board determines that the 2022 Update to Visualize 2045 and the FY 2023-2026 Transportation Improvement Program conform to all requirements of the Clean Air Act Amendments of 1990.

Adopted by the Transportation Planning Board at its regular meeting on June 15, 2022



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June 8, 2022

The Honorable Pamela Sebesky  
Chair  
Mr. Kanathur Srikanth  
Deputy Executive Director, Metropolitan Planning  
National Capital Region Transportation Planning Board  
Metropolitan Washington Council of Governments  
777 North Capital Street, N.E., Suite 300  
Washington DC 20002

Dear Chair Sebesky and Mr. Srikanth:

I am writing to provide an update to the National Capital Region Transportation Planning Board (TPB) on transit improvements being developed as part of Phase 1 South of Op Lanes Maryland. This update was requested as part of resolution TPB R2-2022.

As part of Phase 1 South, the Maryland Department of Transportation (MDOT) is committed to encouraging carpooling and providing regional transit benefits consistent with the Aspirational Initiatives incorporated in Visualize 2045. Vehicles with three or more occupants and buses will be able to use the proposed high-occupancy toll (HOT) lanes for free. This will provide new options for carpools and new opportunities for free-flow transit crossing the new American Legion Bridge, connecting people and jobs in Maryland and Virginia. A bicycle and pedestrian path will also be provided across the new American Legion Bridge connecting trails in Maryland and Virginia and providing the option of interstate bicycle travel.

In addition to the above carpooling and transit benefits, MDOT committed to provide mitigation as part of the Phase 1 South highway improvements including increasing the number of bus bays at the Shady Grove Metrorail Station, increasing parking capacity at the Westfield Montgomery Mall Transit Center, and delivering the Metropolitan Grove Operations and Maintenance Facility including the necessary bus fleet. Since the TPB resolution, MDOT has further defined the scope and developed conceptual design for each of these transit improvements in collaboration with Montgomery County and other stakeholders. We remain committed to furthering the development of these transit benefits with stakeholders and delivering these mitigation resources as part of Phase 1 South to support expanded transit operations for the long term.

The MDOT also remains committed to funding not less than \$60 million for designing and permitting high priority transit investments in Montgomery County. The specific projects were recently identified by Montgomery County and MDOT has allocated funding in fiscal years 2023 and 2024 to facilitate coordination with stakeholders and develop plans for final delivery and operation. An estimated \$300 million in transit investment from toll revenues is currently proposed by the Developer over the operating term of Phase 1 South.

The Honorable Pamela Sebesky  
Mr. Kanathur Srikanth  
Page Two

These transit commitments will be included in the Final Environmental Impact Statement for the I-495 and I-270 Managed Lanes Study (MLS), which is expected to be published on June 17, 2022. A Record of Decision (ROD) for the MLS is expected later this summer. All funding and future agreements are contingent upon a ROD and the financial close of a future public-private partnership (P3) agreement with the Developer. As this project advances, MDOT remains committed to updating the TPB at future milestones and approval stages of the project.

By connecting Phase 1 South to the Virginia Department of Transportation's 495 Express Lanes Northern Extension and complimenting these managed lanes network with transit investments, MDOT has implemented policies that align with several Aspirational Initiatives to address the region's toughest challenges. From providing opportunities for commuter bus routes that connect people and jobs, expanding the congestion-free managed lanes network to encourage carpooling, and removing barriers for walkers and bicyclists, Phase 1 South will dramatically improve people's lives over the next 20 plus years.

We look forward to working with the TPB and our partners to advance new travel options and opportunities for our citizens, and we will continue to update you as we move forward with this program. If you need further assistance, please contact Jeffrey T. Folden, P.E., DBIA, MDOT State Highway Administration (MDOT SHA) I-495 and I-270 P3 Office Director, at 410-637-3321 or [jfolden1@mdot.maryland.gov](mailto:jfolden1@mdot.maryland.gov). Mr. Folden will be happy to assist you.

Sincerely,



R. Earl Lewis, Jr.  
Deputy Secretary

cc: Mr. Jeffrey Folden, Director, Office of Public Private Partnership, MDOT SHA  
Mr. Jeff Hirsch, Assistant Secretary for Policy Analysis and Planning, MDOT  
Ms. Heather Murphy, Director, Office of Planning and Capital Programming, MDOT  
Ms. Kari Snyder, Regional Planner, Office of Planning and Capital Programming,  
MDOT



## **MEMORANDUM**

**TO:** Transportation Planning Board  
**FROM:** Kanti Srikanth, TPB Staff Director  
**SUBJECT:** Announcements and Updates  
**DATE:** July 14, 2022

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The attached documents provide updates on activities that are not included as separate items on the TPB agenda.



**MEMORANDUM**

**TO:** Transportation Planning Board  
**FROM:** Nicholas Ramfos, Director, Transportation Operations Programs **NR**  
**SUBJECT:** 2022 Commuter Connections Employer Recognition Awards  
**DATE:** July 14, 2022

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The intent of this memorandum is to provide a summary of the 2022 Commuter Connections Employer Recognition Awards.

Each fiscal year, COG/TPB staff coordinates the annual Commuter Connections Employer Recognition Awards for employers showing commitment towards voluntarily implementing commute alternative programs and telecommuting at their respective worksite.

During FY 2022, nominations for the awards categories of Incentives, Marketing and Telework were received in January and reviewed by a selection committee in March which was held at COG's offices and chaired by Commissioner President Charles County and TPB Vice Chair Reuben Collins.

The 2022 Employer Recognition Awards was held at National Press Club on June 28, 2022. The event was emceed by TPB Vice Chair Reuben Collins. Award presenters included Ronit Dancis, Employer Outreach & Proffer Manager with the Dulles Area Transportation Association who presented the Telework Award; Joe McAndrew, Vice President, Government Affairs & Infrastructure with the Greater Washington Partnership who presented the Incentives Award; Ludwig Gaines, Executive Director, Washington Area Bicyclist Association who presented the Marketing Award; and Vice Mayor City of Manassas and TPB Chair Pamela Sebesky who presented two Commuter Connections Employer Services program awards.

Awards recipients included:

Incentives: Environmental Enhancements, Sterling, VA

Marketing: Ellumen, Inc., Silver Spring, MD

Telework: Northwest Federal Credit Union, Herndon, VA

Employer Services Sales Team Achievement Award: District Department of Transportation

Employer Services Organization Achievement Award: National Capital Planning Commission

## **ITEM 7 – Action**

July 20, 2022

### Regional Car Free Day 2022 Proclamation

**Action:** Approve the Car Free Day 2022 Proclamation

**Background:** In an effort to create awareness and encourage residents to go car free by using public transportation, bicycling or walking, or go car lite and carpool, Regional Car Free Day events are being organized in the region for September 22. These events will encourage the community and regional decision-makers to support car free policies and initiatives.



# 2022 *Proclamation*

**WHEREAS**, the National Capital Region Transportation Planning Board (TPB) is the Metropolitan Planning Organization for the Washington, DC region; and

**WHEREAS**, the TPB through its Commuter Connections program organizes and promotes the annual Car Free Day event along with its jurisdictional network members throughout the region; and

**WHEREAS**, Car Free Day invites those who live and work in the region to telework and try alternative forms of transportation such as transit, bicycling, walking, and “car-lite” methods such as carpools and vanpools; and

**WHEREAS**, Car Free Day benefits the National Capital Region through improved air quality, mobility, energy conservation, and reduced parking demands; and

**WHEREAS**, Car Free Day corresponds with the culmination of European Mobility Week’s celebration of sustainable mobility from September 16-22, 2022.

**NOW THEREFORE**, be it resolved that the National Capital Region Transportation Planning Board:

1. Proclaims Car Free Day throughout the Washington Metropolitan region to be observed on Thursday, September 22, 2022; and
2. Encourages those who live and work in the region to take the pledge to be Car Free or Car-lite at [www.CarFreeMetroDC.org](http://www.CarFreeMetroDC.org); and
3. Acknowledges TPB member jurisdictions who have adopted similar proclamations in support of Car Free Day 2022.

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*Chair, National Capital Region Transportation Planning Board*



National Capital Region  
**Transportation Planning Board**



# NATIONAL CAPITAL REGION TRANSPORTATION PLANNING BOARD

## JULY 20, 2022

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### Car Free Day 2022

Nicholas Ramfos  
Transportation Operations Program Director



# Car Free Day Background

- Started in Europe in 1995.
- Global in 2000.
- Celebrated in 1,500 cities in 40 countries.





# International

London, England



Haryana, India



Warsaw, Poland





- Coincides with European Mobility Week.
- An annual campaign on sustainable urban mobility, Sept 16-22.
- Aims to introduce and promote sustainable transportation measures as alternatives to car use.





- The week culminates on Car Free Day, September 22.
- Participating cities set aside one or more areas solely for pedestrians, cyclists and public transportation for the whole day.



# Car Free Day Washington DC Region

- Began as D.C. centric in 2007.
- Regionally in 2008.
- Promotes alternative forms of transportation - transit, bicycling, scootering, and walking.
- Car-lite methods such as carpools and vanpools.
- Telework.



# Car Free Day Background

- Not just commuters.
  - Seniors
  - Students
  - Homemakers
- People who ordinarily travel SOV to work, errands, and classes.
- Pledge Goal 5,000.



# Car Free Day Participant Survey

- Conducted in 2019
- Almost 100% of respondents Used Car Free or Car Lite Options during Car Free Day
- Transit use was slightly less than pledged, but options used were generally in line with options pledged
- 71% of respondents who changed their commute mode on CFD would most likely have driven alone to work that day

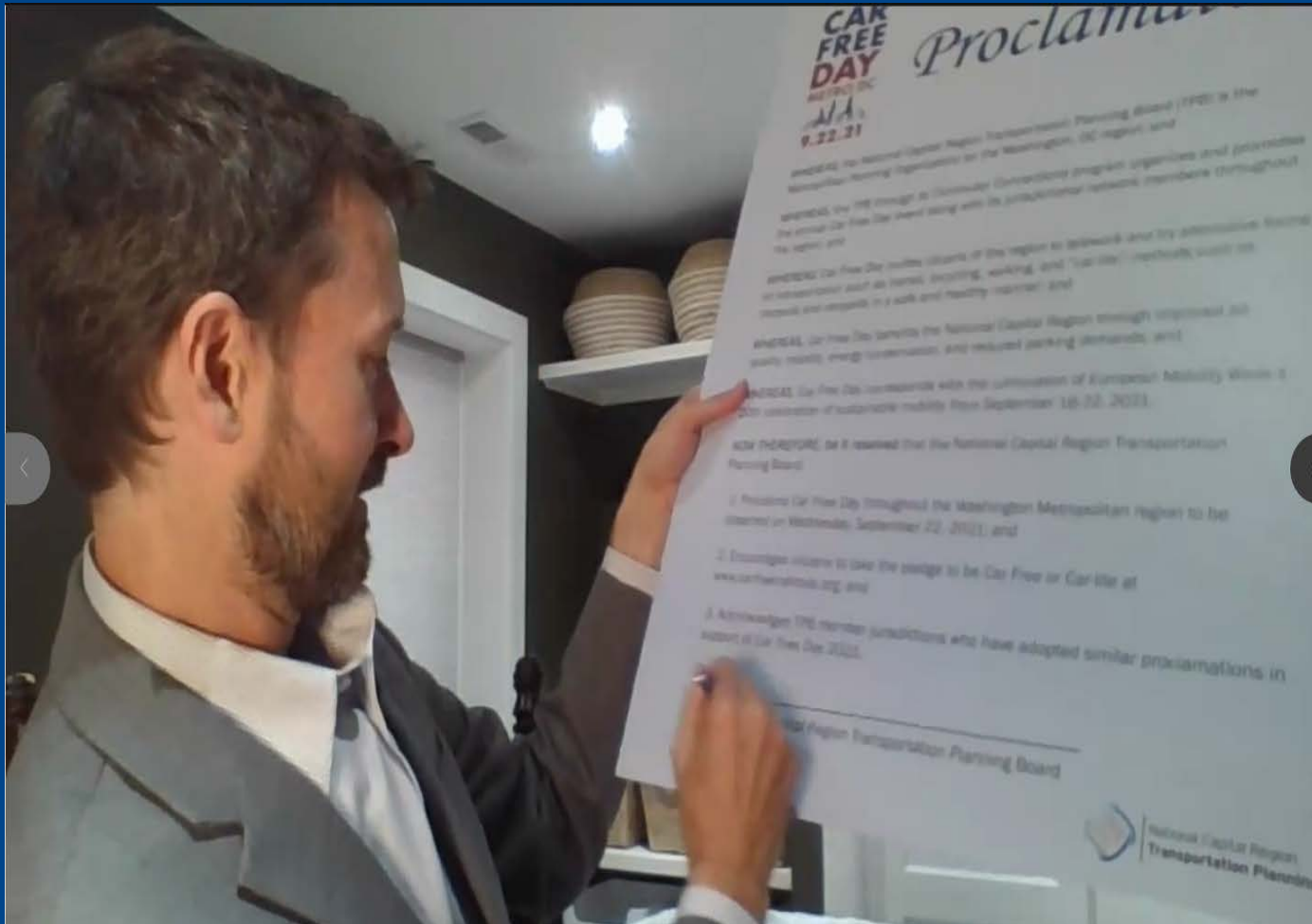


# Car Free Day Participant Survey

- 33% of respondents increased Use of Car Free and Car Lite Options for Non-Work Trips Since Car Free Day.
- Average Frequency of Car Free and Car Lite use for Work Trips Rose 0.1 Days per Week From Before Car Free Day (3.8 days/week) to After CFD (3.9 days/week).



# Regional Proclamation



## 2021 TPB Proclamation Signing





# Media Coverage

- WJLA - Car Free Day in the District
- Take Your Foot off the Gas and Take the Free Pledge: Car Free Day 2021 Registration Opens!
- Prince William County Government: Leave The Cars At Home For A Day
- Transit agency offers prizes for those who go car-free, work from home
- Montgomery County Celebrates Car Free Day with Prizes, Gift Cards
- 'Car free' DC is Wednesday
- Calendar Listings



# Car Free Day Partnerships



# Car Free Day Web Site

**9.22.21**  
COMMUTE WITH CONFIDENCE

Take the Free Pledge

Use Safe and Healthy Practices.

**CAR FREE DAY**  
SEPTEMBER 22, 2021

HOME ABOUT US HOW TO BE CAR FREE THE CAR FREE PLEDGE PRIZES & PROMOTIONS NEWS SPONSORS & PARTNERS CONTACT

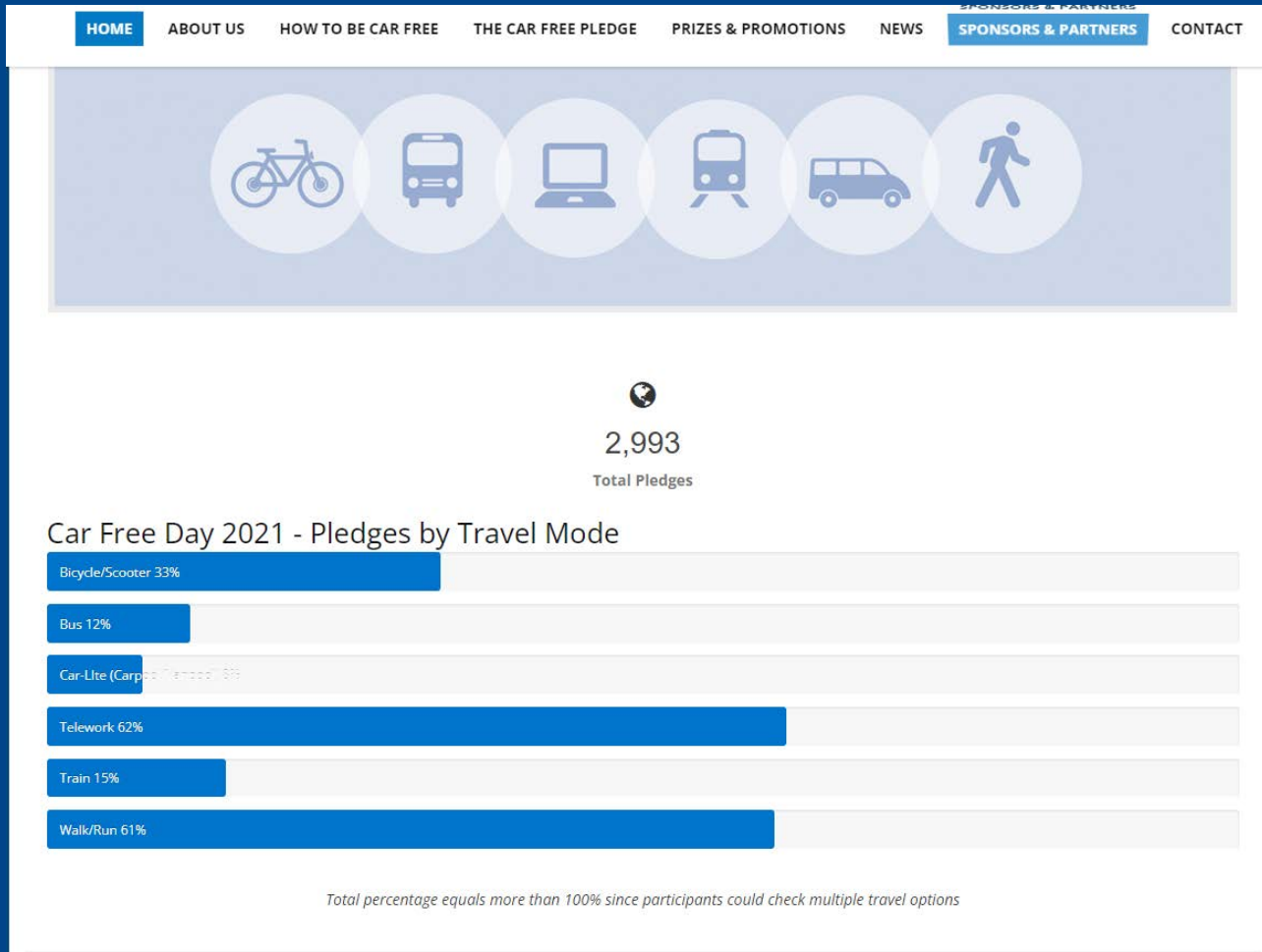
Home

Home

TAKE THE PLEDGE TODAY, IT'S FREE.  
And you could Win Great Prizes!



# Website Leaderboard



# Promotional Materials

Take the Free Pledge at [CarFreeMetroDC.org](http://CarFreeMetroDC.org)



The poster features the text 'CAR FREE DAY' in large, bold letters. 'CAR' and 'FREE' are in dark blue, while 'DAY' is in red. The word 'SEPTEMBER 22, 2021' is in dark blue below the main title. Illustrations include a blue car with two people wearing masks, a person standing by a bus, a person sitting at a desk with a laptop, and a person riding a bicycle. A QR code is located in the bottom right corner of the poster.

**SEPTEMBER 22, 2021**

**Use Safe and Healthy Practices.**  
Take the free pledge to be eligible for great prizes, even if you're already car free or car-lite!

#CarFreeDay @CarFreeMetroDC

**COMMUTER CONNECTIONS.**  
A SMARTER WAY TO WORK

CARFREEMETRODC.ORG 800.745.RIDE

**CAR FREE DAY**  
METRO DC

**9.22.21**  
COMMUTE WITH CONFIDENCE



# Social Media

## facebook

**Car Free Day**  
Published by Hootsuite · 20h · 🌐

Replace your gas pedal with bike pedals when you go car free or car-lite on Wednesday, September 22, for Car Free Day! Take the free pledge at <https://bit.ly/CarFreeDay2021> and enter our raffle to win great prizes from sponsors based in Metro DC. #CarFreeDay2021 #CarFreeMetroDC



**TRADE IN THE GAS PEDAL**

**CAR FREE DAY METRO DC**  
9.22.21  
COMMUTE WITH CONFIDENCE

The graphic features a man with a backpack riding a bicycle on a city street. The text 'TRADE IN THE GAS PEDAL' is on the left, and the 'CAR FREE DAY METRO DC' logo with the date '9.22.21' and the slogan 'COMMUTE WITH CONFIDENCE' is on the right.

## twitter

**Take the Free Pledge**



**CAR FREE DAY METRO DC**  
9.22.21

**Safe and Practices.**

**CAR FREE DAY**  
SEPTEMBER 22, 2021

... 📧 🔔 Following

**Commuter Connections**  
@CarFreeMetroDC Follows you

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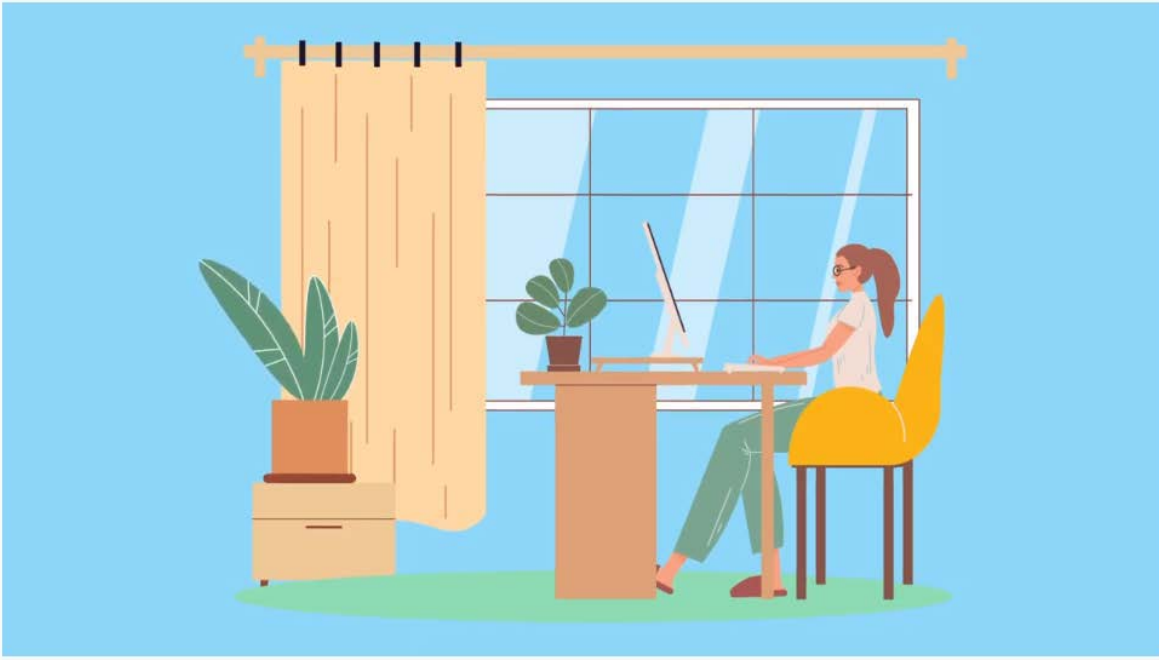
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The Twitter profile card includes a header with the text 'Take the Free Pledge' and a row of icons representing different transportation modes. The profile picture is the 'CAR FREE DAY METRO DC 9.22.21' logo. The bio describes the event and provides a link to the website. The card also shows the user's connection status and a list of accounts followed.



# Paid Social Media



The screenshot shows a YouTube video player interface. The browser address bar displays "youtube.com/watch?v=mXcoqN6YrcI". The YouTube logo and search bar are visible at the top. The video content is a flat-style illustration of a woman with glasses and a ponytail sitting at a wooden desk, working on a laptop. She is wearing a white shirt and green pants. To her left is a large potted plant on a wooden stand. A window with yellow curtains is behind her, and a smaller potted plant sits on the desk. The background is a light blue wall. Below the video, the title "Car Free Day 2020" is displayed, along with "27,797 views · Sep 8, 2020". Interaction icons for likes (3), comments (0), share, save, and a menu are present. The channel name "Commuter Connections" and "129 subscribers" are shown at the bottom left, and a red "SUBSCRIBE" button is at the bottom right.



# Digital Ads

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## El Tiempo Latino





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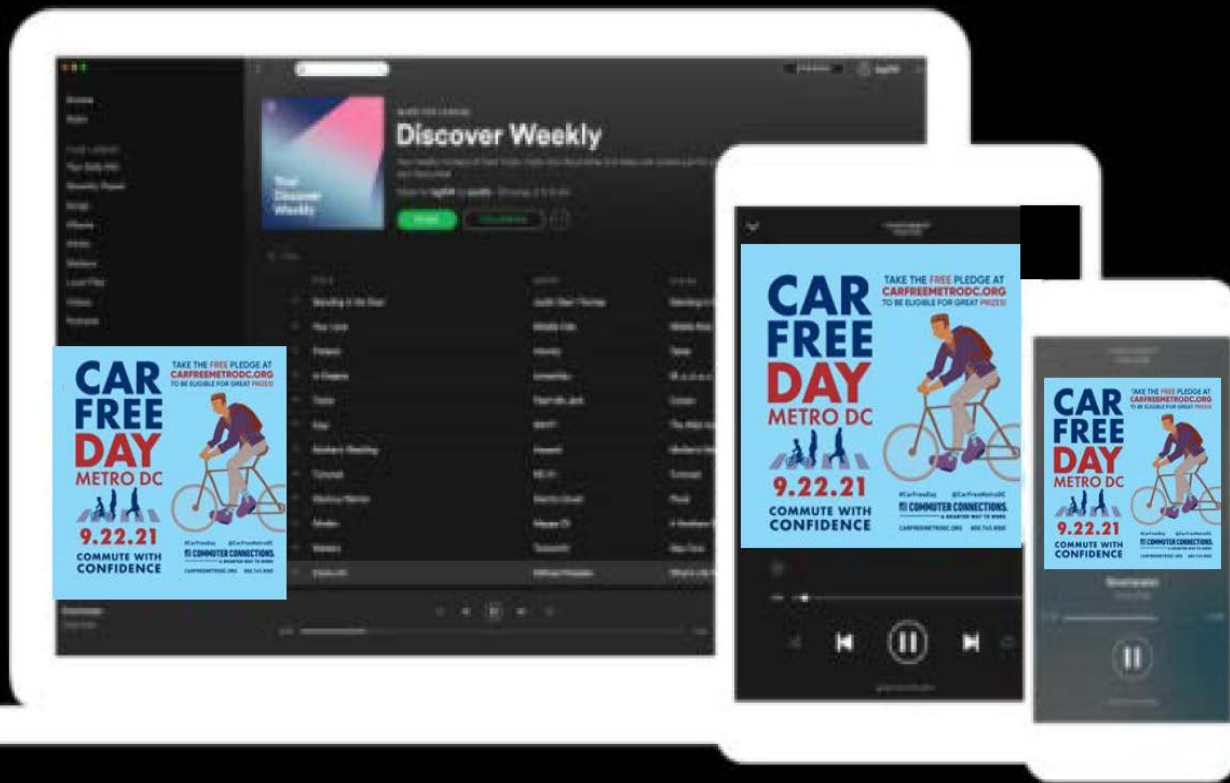
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## Pledge to Go Car Free on September 22 and Become Eligible to Win Prizes

PoP Sponsor September 16, 2021 at 12:15pm



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Car Free Day is exactly what it sounds like — a day people are encouraged to travel without driving alone in cars. Here in the DMV, [Commuter Connections](#), the regional network of transportation organizations coordinated by the [Metropolitan Washington Council of Governments](#), is hosting the annual event.

Here's how it works: When you take the free [pledge to go car-free](#) (or car-lite, which would include carpooling or vanpooling), on Wednesday, September 22, you'll get a \$30 promo code to Nift (Neighborhood Gift) to spend at local businesses, *and* you'll be entered for a chance to win a bunch of prizes, including a Samsung tablet, gift cards, transit passes and more.



# Jurisdiction Events



TRI-COUNTY COUNCIL  
for SOUTHERN MARYLAND

# Capital Area Car Free College Campus Challenge



Take the Free Pledge at [CarFreeMetroDC.org](http://CarFreeMetroDC.org)

# CAR FREE DAY

SEPTEMBER 22, 2021

Use Safe and Healthy Practices.  
Take the free pledge to be eligible for great prizes, even if you're already car free or car-lite!

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Join the Capital Area Car Free College Campus Challenge!

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**9.22.21**  
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# Q & A





## **ITEM 8 – Action**

July 20, 2022

### FY 2023 Transportation Alternatives Set Aside Program for Maryland TPB Jurisdictions

**Action:** Adopt Resolution R1-2023 to approve projects for funding under the Federal Transportation Alternatives Set Aside Program for Suburban Maryland for FY 2023.

**Background:** A portion of the federal Transportation Alternatives Set-Aside Program (TAP) is sub-allocated to the TPB for project selection in suburban Maryland. The board will be briefed on the recommended project and asked to approve it.

**NATIONAL CAPITAL REGION TRANSPORTATION PLANNING BOARD  
777 North Capitol Street, N.E.  
Washington, D.C. 20002**

**RESOLUTION TO APPROVE A PROJECT IN MARYLAND FOR TRANSPORTATION  
ALTERNATIVES SET-ASIDE PROGRAM FUNDING UNDER THE SURFACE  
TRANSPORTATION BLOCK GRANT PROGRAM FOR FY 2023**

**WHEREAS**, the National Capital Region Transportation Planning Board (TPB), as the federally designated metropolitan planning organization (MPO) for the Washington region, has the responsibility under the provisions of the Fixing America's Surface Transportation (FAST) Act, reauthorized November 15, 2021 when the Infrastructure Investment and Jobs Act (IIJA) was signed into law, for developing and carrying out a continuing, cooperative and comprehensive transportation planning process for the metropolitan area; and

**WHEREAS**, the FAST Act's Transportation Alternatives Set-Aside (TA Set-Aside) Program, which is part of the Surface Transportation Block Grant Program of the Federal Highway Administration (FHWA), provides a portion of funding based on the relative share of the total State population sub-allocated to large urbanized areas, and the MPO is required "to develop a competitive process to allow eligible entities to submit projects for funding ... in consultation with the relevant State"; and

**WHEREAS**, the TA Set-Aside Program provides funding for transportation programs and projects defined as eligible per Section 11109(b)(1); 23 U.S.C. 133(h)(1) of the IIJA; and

**WHEREAS**, the District of Columbia Department of Transportation (DDOT), the Maryland Department of Transportation (MDOT), and the Virginia Department of Transportation (VDOT) are responsible for determining the total federal funding amount allocated to the TPB, determining project eligibility, project implementation, and project oversight; and

**WHEREAS**, the TA Set-Aside Program provides an opportunity to fund projects that implement regional policies reflected in the Regional Transportation Priorities Plan, in the Equity Emphasis Areas, and related to the seven initiatives endorsed by the TPB in December 2017 and January 2018, which include promoting Regional Activity Centers, improving pedestrian and bicycle access to transit, and completing the National Capital Trail Network; and

**WHEREAS**, a solicitation for TA Set-Aside applications for FY 2023-2024 was conducted by the Maryland Department of Transportation between April 15 and May 16, 2022; and

**WHEREAS**, the TPB's TA Set-Aside Selection Panel for Maryland met on June 27 and June 30, 2022, and recommended funding for one application, the Frederick & Pennsylvania Line Railroad Trail (F&PL Trail), based on project readiness for construction and the project's ability to meet regional selection criteria; and

**WHEREAS**, although the Selection Panel decided to fully expend the TPB's available suballocation on the F&PL Trail project, the panel also strongly supports funding for other applications from our region and therefore requested that MDOT consider using statewide TA Set-Aside funds for those unfunded projects, and

**WHEREAS**, on July 8, 2022, the TPB Technical Committee was briefed on the recommended project; and

**NOW, THEREFORE, BE IT RESOLVED THAT** the National Capital Region Transportation Planning Board approves the project for funding under the Transportation Alternatives Set-Aside Program for FY 2023 in Maryland, as described in the attached materials and as listed below:

- Frederick & Pennsylvania Line Railroad Trail (F&PL Trail), Frederick County, \$5,280,000

The TPB further urges MDOT to use a portion of the statewide TA Set-Aside sub-allocation to provide funding for the following priority applications from the National Capital Region:

- Twinbrook Safe Routes to School and Transit Access Feasibility Study, City of Rockville
- West 7th Street Protected Bicycle Lane 100% Design, City of Frederick
- Traffic Calming Feasibility Study - Catocin Furnace National Register Historic District, Frederick County
- Downtown Connectivity Study, City of Frederick



## MEMORANDUM

**TO:** National Capital Region Transportation Planning Board  
**FROM:** John Swanson, TPB Transportation Planner  
**SUBJECT:** Project recommended for funding in Fiscal Year (FY) 2023 in Maryland under the Transportation Alternatives Set-Aside Program  
**DATE:** July 14, 2022

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## SUMMARY

Under the federal Transportation Alternatives Set-Aside (TA Set-Aside) Program, the TPB is responsible for selecting projects using sub-allocated funding for the District of Columbia, Suburban Maryland, and Northern Virginia. The TA Set-Aside, which is part of the Surface Transportation Block Grant Program, was previously known as the Transportation Alternatives Program (TAP).

For FY 2023 in Maryland, a total of \$5,169,450 was made available for TPB decision-making. The TPB's selection panel has recommended using this entire amount to fund construction for the Frederick and Pennsylvania Line (F&PL) Trail in Frederick County.

The TPB will be asked to approve the recommendation at its meeting on July 20, 2022.

## BACKGROUND

The Transportation Alternatives Set-Aside (TA Set-Aside) Program was established by federal law to fund a variety of smaller-scale transportation projects such as pedestrian and bicycle facilities, trails, Safe Routes to School (SRTS), community improvements, historic preservation, and environmental mitigation. MAP-21, the surface transportation legislation enacted in 2012, established the program as the Transportation Alternatives Program (TAP). The FAST Act of 2015 renamed the program the Transportation Alternatives Set-Aside (TA Set-Aside) Program. The Infrastructure Investment and Jobs Act (IIJA)/Bipartisan Infrastructure Law (BIL), enacted last year, reaffirmed the federal commitment to the program and increased funding for it. Information on the TA Set-Aside is available from the Federal Highway Administration (FHWA) at: [https://www.fhwa.dot.gov/environment/transportation\\_alternatives/](https://www.fhwa.dot.gov/environment/transportation_alternatives/).

The program provides sub-allocated funding for large metropolitan planning organizations (MPOs) like the TPB (those MPOs classified as "Transportation Management Areas") to fund local projects. In addition to these sub-allocated funds, a portion of the TA Set-Aside funding is reserved for statewide project selection, which is conducted by the state departments of transportation (DOTs).

For the National Capital Region, the program offers an opportunity to support and enhance regional planning activities. At the direction of the TPB, our region's TA Set-Aside is framed as a complementary component of the TPB's Transportation Land-Use Connections (TLC) Program, which provides technical assistance funding for small planning studies to TPB member jurisdictions.

The TA Set-Aside offers the region the ability to fund projects that support regional priorities and goals based on Visualize 2045 and the TPB's other policy documents. Applicants from the National Capital Region are asked to show how their projects will serve these priorities when they seek TA Set-Aside funds. The priorities also provide the basis for the criteria that the TPB's selection panel uses when it reviews TA Set-Aside applications and recommends projects for funding.

Since the establishment of this program in 2012, the TPB has combined its solicitations with the state DOTs in the District of Columbia, Maryland, and Virginia. As part of this process, TPB staff works with the DOTs to conduct the selection processes.

## FY 2023 SOLICITATION FOR MARYLAND

Maryland conducts its solicitation on an annual basis. This year's solicitation period opened on April 15 and closed on May 16, 2022. For jurisdictions in the National Capital Region, the MDOT application included a supplementary form requesting information about how proposed projects responded to the TPB's regional priorities related to roadway safety, Activity Centers, Equity Emphasis Areas, transit station access, the National Capital Trail Network, and multimodal transportation options.

For the portion of Maryland in the TPB's planning area, MDOT received seven eligible applications (see Table 1) representing a total of \$6,589,139 in requested funding. MDOT added a 10 percent management fee to each application, making a total combined request of \$7,248,053. All the applicants made commitments to fund the federally required local match of 20 percent.

**Table 1: FY 2023 TA Set-Aside Applications in Maryland from the National Capital Region**

Application Title	Locality	Type of Request	TA Request	TA Request (w/10% mgmt cost)
Downtown Connectivity Study	City of Frederick	Feasibility	\$436,000	\$479,600
Frederick & Pennsylvania Line Railroad Trail (F&PL Trail)	Frederick County	Construction	\$4,800,000	\$5,280,000
New Design Road Side Path, Phase 2	Frederick County	Design	\$4,800,000	\$528,000
Traffic Calming Feasibility Study - Catoctin Furnace National Register Historic District	Frederick County	Feasibility	\$113,957	\$125,353
West 7th Street Protected Bicycle Lane Design	City of Frederick	Design	\$305,982	\$336,580
Twinbrook Safe Routes to School and Transit Access Feasibility Study	Montgomery County	Feasibility	\$312,000	\$343,200
Riverdale Elementary School Pedestrian Way SRTS	Town of Riverdale Park	Design	\$21,200	\$23,320
	<b>TOTAL</b>		<b>\$6,589,139</b>	<b>\$7,248,053</b>

## PROJECT SELECTION PROCESS

Consistent with past practice, the TPB convened a selection panel to determine funding recommendations for Maryland's TA Set-Aside funds. TPB staff invited representatives from state DOTs in the region, along with representatives from COG/TPB staff, to participate on this panel.

This year's selection panel participants included:

- Kelsey Bridges, District Department of Transportation
- Michael Farrell, COG/TPB Staff
- Pam Liston, Virginia Department of Transportation
- Nicole McCall, COG/TPB Staff
- John Swanson, COG/TPB Staff

MDOT staff member Christy Bernal participated in the panel meetings and served as a technical resource for the discussion.

Prior to the panel meetings, individual panelists reviewed and scored applications for a maximum of 160 points. The total score for each project combined each reviewer's professional assessment (80 points) and regional selection criteria (80 points). The professional assessment is based on each panel member's transportation planning expertise, knowledge of transportation planning in the region, evaluation of the project budget, and project management experience. The regional criteria are rooted in TPB policies and programs, with the understanding that some projects would not meet all criteria.

The regional selection criteria are listed below:

- *Improve roadway safety (Max 10 points):* Does the application make a compelling case that the project will reduce fatal and serious crashes on the region's roadways? Does the project have a focus on reducing pedestrian fatalities?
- *Expand transportation options (Max 10 points):* Will the project significantly increase transportation options for pedestrians, bicyclists and other nondrivers? Will the transportation benefits of the project be more than just recreational?
- *Support for Regional Activity Centers (Max 10 points):* Does the project enhance walkability and accessibility within or between the region's 141 Activity Centers? Regional Activity Centers are places where jobs and housing are concentrated and it should be easy to walk, bike, or take transit.
- *Access to high-capacity transit and, in particular, in Transit Access Focus Areas (TAFAs) (Max 10 points):* Does the project improve pedestrian and bicycle access in High-Capacity Transit Station Areas (HCTs), and in particular, in Transit Access Focus Areas? Nearly 300 HCTs are anticipated in the region by 2045. The TAFAs are a subset of that list. The TAFAs comprise 49 HCTs that the TPB has prioritized as opportune locations for improving pedestrian/bike access.

- *Access for low-income communities and people of color (Max 10 points):* Does the project promote accessibility for low-income communities and communities of color? In particular, is the project located in Equity Emphasis Areas (EEAs)? EEAs are locations that the TPB has identified as having high concentrations of low-income and/or minority populations.
- *Support the National Capital Trail Network (Max 10 pts):* The project supports connections to and completion of the National Capital Trail Network, which is a regional trail network approved by the TPB in 2020.
- *Safe access to schools (10 points):* Does the project enhance safe pedestrian/bike access to schools? (If the panel participants think the project improves access to schools, they may allocate points under this criterion, even if a project is not specifically submitted as an SRTS project.)
- *Increased access for people with disabilities (10 points):* Does the project promote accessibility for people with disabilities?

The selection panel for Maryland met on June 27 and 30. To provide a basis for discussion, each panel member provided their scores in advance of the meeting. Staff developed average scores for each project and ranked them by their average scores. It should be emphasized, however, that the final recommendations listed below are the result of discussion and consensus and are not simply based on a sum of the panelists' individual scores.

## **THIS YEAR'S OPTIONS**

In its FY 2023 TA Set-Aside sub-allocation for Maryland, the TPB has \$5,169,450 available, and, as noted above, the total combined funding request was \$7,248,053 (with the 10 percent MDOT management fee included).

As is clear from the list of applications in Table 1, the requested funding amounts were very uneven. The TPB received one very large application—which calls for more \$5 million, slightly more than the funding available to the TPB. The six other applications requested much smaller amounts—generally about \$500,000 or less

Within this context, MDOT rules tightly constrained the choices available to the selection panel. Since FY 2020, MDOT has not permitted projects to be partially funded under the TA Set-Aside Program. Under this rule, the only way an MPO is permitted to partially fund a project would be for the MPO to fully expend its suballocation on a single project, and, if that project is still not fully funded, MDOT will pick up the remainder using statewide TA funds.

Without this rule, panel members might have wanted to fund the large application on a partial basis, which would have potentially opened up funding for other applications as well. However, this was not permitted.

Given the prohibition on partial funding, the panel essentially faced the following two options:

Option 1: Fund one large project – the F&PL Trail in Frederick County – using the TPB's entire suballocation of \$5,169,450. This would leave \$110,550 unfunded for the project, which MDOT would pick up.

Option 2: Fund most/some of the other applications but not the F&PL Trail. The maximum that this would have expended would have been \$1,968,053, which would leave \$3,210,397 unspent in the TPB suballocation. According to MDOT rules, these unspent funds would be rolled over to the statewide TA funds that MDOT will allocate later this year.

Following extensive deliberations and confirmation from MDOT that there would be no flexibility in their rule regarding partial funding, the panel chose the first option above, which would ensure full funding for the F&PL Trail project.

## **SELECTION OF THE FREDERICK AND PENNSYLVANIA LINE TRAIL**

The panel is recommending full funding of the F&PL Trail in the amount of \$4,800,00. With the MDOT management fee of 10 percent, a total of \$5,280,000 will be required in federal TA funds. Frederick County is providing a 20 percent match of \$1,320,000.

As noted above, this decision will fully expend the TPB's entire suballocation of \$5,169,450. The remaining unfunded portion of the request—\$110,550 or approximately 2 percent of the total TA funds needed—will be provided through MDOT's statewide TA allocation.

This funding award will be used to construct a 10-foot wide asphalt "rails with trail" project for a length of 1.79 miles from Monocacy Boulevard in the City of Frederick to Fountain Rock Nature Center in Walkersville. The starting point for the trail is the endpoint of the City of Frederick's East Street Rails-with-Trail project. It will access the 350-space MDOT State Highway Administration park and ride lot with bike parking and local and Maryland Transit Administration (MTA) Commuter Bus transit.

The trail will be located within the railroad right-of-way owned by the MTA and leased to Walkersville Southern Railroad for an excursion train. The trail will cross over the Tuscarora Creek and the Monocacy River and will provide a multimodal connection between residential areas in the Town of Walkersville and Northern Frederick with Downtown Frederick retail, service, and employment areas, as well as the downtown MARC station.

The panel's reasons for selecting the F&PL Trail included the following:

- The F&PL Trail was the only application for construction that TPB received. The selection panel was excited to be fully funding a project for implementation.
- The project will construct a link in the TPB's National Capital Trail Network, which is one of the TPB's seven Aspirational Initiatives.
- The project is Frederick County's highest-priority trail project. It also received strong support from the pedestrian/bicycle community and from the Walkersville Southern Railroad, which will share right of way with the new trail.
- The application was very strong. Although some details need to be worked out, MDOT technical staff agreed that it is ready for construction funding.

For additional context, it is worth noting that an application for this project was submitted last year and was not selected, in part, because it was not considered to be ready for construction funding,



and several key questions concerns were raised by MDOT staff and TPB panel members. Since that time, Frederick County has satisfactorily addressed those concerns and has greatly enhanced the application to get the project ready for construction.

## **PRIORITIZATION OF UNFUNDED PROJECTS**

The panel extensively discussed Option 2 above, which would have funded all or most of the other applications, but not the very large F&PL Trail. In their review, the panel scored several projects very highly and the decision not to fund those projects was difficult.

Ultimately, the panel decided that leaving more than \$3 million unused from the TPB suballocation was not a viable alternative. Further, MDOT staff assured the panel that the unfunded projects from the region would be given full consideration by MDOT during the selection of projects for the statewide funds.

With that opportunity in mind, the selection panel strongly urges the TPB to encourage MDOT to use statewide TA funding for the following projects, listed below in priority order:

- ***Twinbrook Safe Routes to School and Transit Access Feasibility Study***  
City of Rockville, \$312,000 (TA request)
- ***West 7th Street Protected Bicycle Lane 100% Design***  
City of Frederick, \$305,982 (TA request)
- ***Traffic Calming Feasibility Study - Catoclin Furnace National Register Historic District***  
Frederick County, \$113,957 (TA request)
- ***Downtown Connectivity Study***  
City of Frederick, \$436,000 (TA request. Aspects of the application were deemed ineligible, so this funding request will likely be reduced.)

The panel notes that, in particular, the first and second projects on the list above address a number of key TPB priorities, including support for Activity Centers, improved access in EEAs, and improved access to transit. The panel strongly supports efforts to secure funding for these applications.

## **NEXT STEPS**

The TPB will be asked to approve the selection panel's recommendation at the board meeting on July 20, 2022.

Following the board's action, TPB staff will forward information regarding the approved project to MDOT for actions at the state level. In Maryland, as noted above, all unfunded projects in our region will be eligible for funding using the statewide TA Set-Aside funds. In August, MDOT will conduct a process to select projects using the statewide TA funds.

Once all selections are finalized, MDOT staff will work with applicants to administer funding.

For more information regarding the TPB's role in these processes, please contact John Swanson ([jswanson@mwkog.org](mailto:jswanson@mwkog.org); 202-962-3295).



# FY 2023 MARYLAND TRANSPORTATION ALTERNATIVES SET-ASIDE PROGRAM

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John Swanson, TPB Transportation Planner  
Transportation Planning Board  
July 20, 2022



# Overview

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- TA Set Aside Background
- TPB TAP Selection Process
- Maryland: Schedule + Project Recommendations

# TA Set Aside Background

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- **PURPOSE:** A federal formula program that provides funding to projects considered “alternatives” to traditional highway construction
- **FEDERAL AUTHORIZATION**
  - MAP-21 (2012) – Established as the “Transportation Alternatives Program”
  - FAST Act (2015) - Renamed “Transportation Alternatives Set-Aside”
  - IIJA (2021) – Increased funding
- **TPB ROLE:** Large MPOs are sub-allocated funds and given the responsibility for selecting projects for those funds



# TPB TAP Selection Process

- Selection panel included staff from DDOT, VDOT, and the TPB. Staff from MDOT served as technical a resource.
- Panel members individually scored projects.



- The selection panel used the average scores as a basis for discussion. However, the final recommendations were based on consensus.

# Maryland FY 2022 Schedule

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- April 15 - May 16      Application period
- June 30                TPB Selection Panel makes recommendations for the TPB's MPO suballocation
- July 20                 TPB approval of project using MPO suballocation
- August-September    MDOT will make selections with statewide funds



# Maryland Project Recommendations

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- **Combined Funding Request:** \$7,248,053
- **Funds Available to TPB:** \$5,169,450
- **Recommended for Funding:** \$5,169,450



# Maryland Applications

FY 2023 TA Set-Aside Applications in Maryland from the National Capital Region				
Application Title	Locality	Type of Request	TA Request	TA Request (w/10% mgmt cost)
Downtown Connectivity Study	City of Frederick	Feasibility	\$436,000	\$479,600
Frederick & Pennsylvania Line Railroad Trail (F&PL Trail)	Frederick County	Construction	\$4,800,000	\$5,280,000
New Design Road Side Path, Phase 2	Frederick County	Design	\$480,000	\$528,000
Traffic Calming Feasibility Study - Catoclin Furnace Historic District	Frederick County	Feasibility	\$113,957	\$125,353
West 7th Street Bicycle Lane Design	City of Frederick	Design	\$305,982	\$336,580
Twinbrook SRTS & Transit Access Feasibility Study	City of Rockville	Feasibility	\$312,000	\$343,200
Riverdale ES Pedestrian Way SRTS	Town of Riverdale Park	Design	\$21,200	\$23,320
	TOTAL		\$6,589,139	\$7,248,053





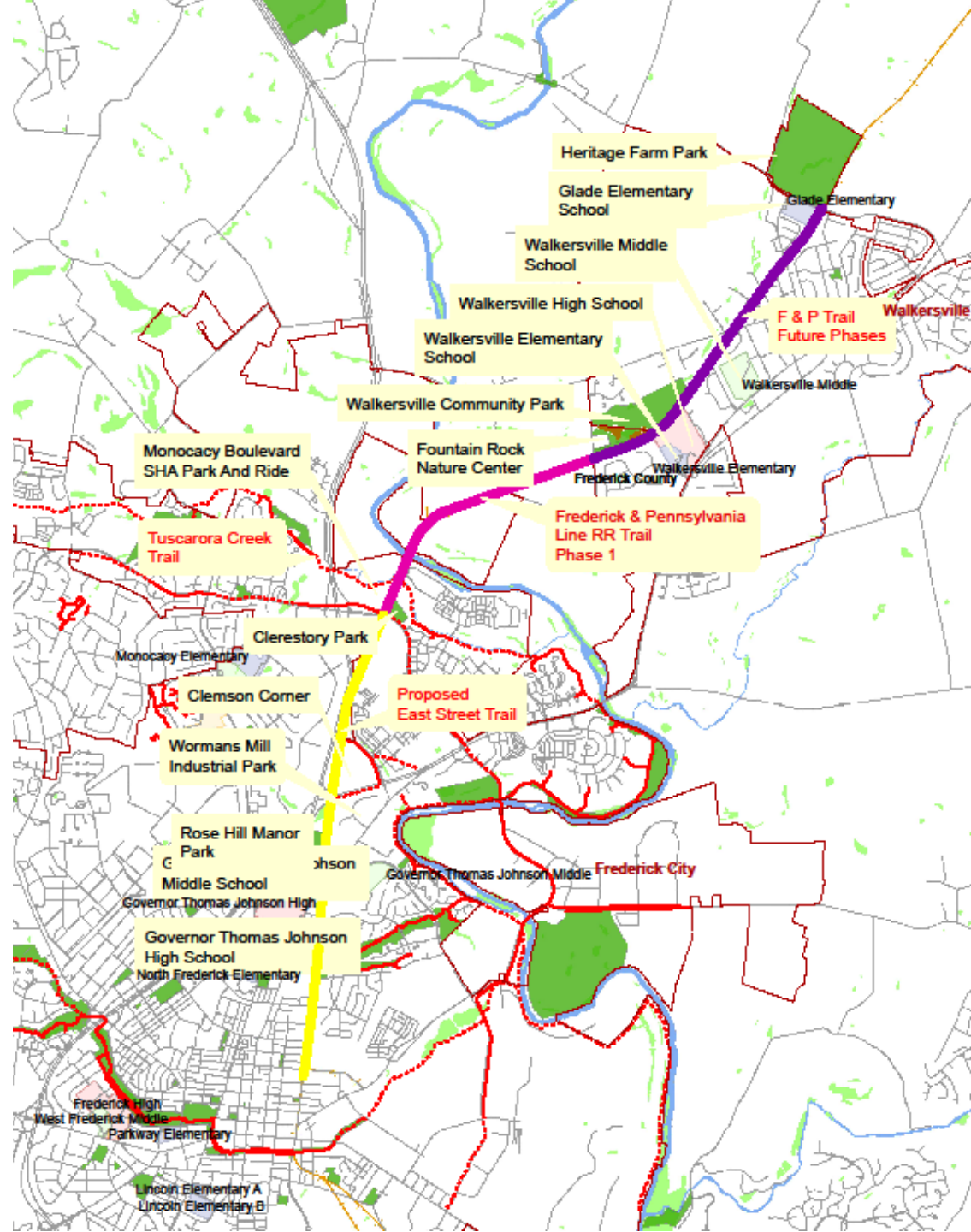
# Maryland Project Recommendation

Application Title	Locality	Type of Request	TA Request	TA Request (w/10% mgmt cost)
Frederick & Pennsylvania Line Railroad Trail (F&PL Trail)	Frederick County	Construction	\$4,800,000	\$5,280,000



# Frederick & Pennsylvania Line Rail Trail

- Construct 1.8-mile trail
- Portion of the National Capital Trail Network
- Highest-priority trail project for the county
- Connections:
  - East Street Trail in Frederick
  - SHA Park & Ride



# F&PL: Rails with Trails



# Recommendation

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- Adopt Resolution R1-2023 to:
  - Provide \$5.28 million in federal TA Set-Aside funds to the Frederick and Pennsylvania Line Rail Trail in Frederick County
  - Encourage MDOT, using the statewide TA Set-Aside allocation, to fund:
    - Twinbrook SRTS & Transit Access Feasibility Study  
*City of Rockville*
    - West 7th Street Protected Bicycle Lane 100% Design  
*City of Frederick*
    - Traffic Calming Feasibility Study - Catoctin Furnace Historic District  
*Frederick County*
    - Downtown Connectivity Study  
*City of Frederick*



**John Swanson**

[jswanson@mwcog.org](mailto:jswanson@mwcog.org)

**MWCOG.ORG/TPB**

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777 North Capitol Street NE, Suite 300  
Washington, DC 20002



National Capital Region  
**Transportation Planning Board**

## **ITEM 9 – Information**

July 20, 2022

### **Environmental Justice Analysis Phase 1: Update Equity Emphasis Areas**

**Background:**

In preparation for the Environmental Justice analysis of Visualize 2045, staff have applied the TPB-approved methodology to update the Equity Emphasis Areas using the most recent American Community Survey data. The resulting map will be shared.



## **MEMORANDUM**

**TO:** Transportation Planning Board  
**FROM:** Sergio Ritacco, TPB Transportation Planner  
**SUBJECT:** Updated Equity Emphasis Areas (2016-2020 ACS), Environmental Justice analysis of Visualize 2045 Phase 1  
**DATE:** July 14, 2022

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## **SUMMARY**

In June 2022, the TPB staff updated the Equity Emphasis Areas (EEAs) using the approved TPB methodology. This updated data set will be used to conduct the federally required Environmental Justice (EJ) analysis of the approved Visualize 2045 plan, updated in 2022. While the methodology for identifying EEAs is unchanged, updates to the two main inputs has resulted in modifications to the location and number of EEAs identified. While some tracts dropped off and others were added, the difference at the regional level is nominal. This memorandum reviews the purpose, background, and methodology to produce the EEAs, and addresses common questions that might arise regarding the implications of this update.

## **PURPOSE**

Consistent with United States Presidential Executive Order 12898 and USDOT-FHWA Environmental Justice Order 6640.23A, the TPB is required to conduct an EJ analysis of its long-range transportation plan (LRTP). The purpose of this EJ analysis is to identify the impact of the LRTP and address disproportionately high and negative impacts from the projects, programs, and policies on low-income and historically disadvantaged racial and ethnic population groups. This memo provides the results of phase 1 of this work, updating the Equity Emphasis Areas, which are small geographic areas in our region with high concentrations of low-income and historically disadvantaged racial and ethnic population groups. In addition to its use in conducting the EJ analysis of the LRTP, the EEA framework provides an important tool for the Transportation Planning Board (TPB), Metropolitan Washington Council of Governments (COG), local jurisdictions, and stakeholders to advance and consider equity in everything we do and all people we serve. In identifying the locations with higher concentrations of these populations, planning and implementing agencies can elevate the sensitivity to specific needs or concerns of these populations when advancing plans, policies, projects and programs.

## **BACKGROUND AND CONTEXT**

The TPB completed the EJ analysis of its 2018 LRTP, Visualize 2045, in December 2018.<sup>1</sup> As part of this effort, the TPB developed an enhanced methodology through a consultation process with the TPB, COG's Planning Directors Technical Advisory Committee, TPB's Access for All Advisory

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<sup>1</sup> Visualize 2045 Environmental Justice Analysis Executive Summary and Report:  
<https://www.mwcog.org/documents/2018/10/17/visualize-2045-environmental-justice-analysis/>

Committee, and the TPB's Technical Committee. The methodology for its EJ analysis, adopted by the TPB in March 2017, includes two phases. Phase 1 identifies census tracts within the planning area with high concentrations of federally defined EJ population groups (low-income and historically disadvantaged racial and ethnic population groups), called Equity Emphasis Areas (EEAs). Phase 2 assesses if changes in mobility and accessibility associated with the impact of the LRTP are disproportionately high and adverse between EEAs and the rest of the region.

On June 15, 2022, the TPB adopted the latest LRTP, the 2022 update to Visualize 2045, and now staff has begun the EJ analysis of this plan. As part of phase 1, TPB staff has updated the EEAs using the latest available data and adopted methodology. No changes or modifications to the methodology for identifying EEAs have been made nor is staff seeking recommendations to modify the methodology.

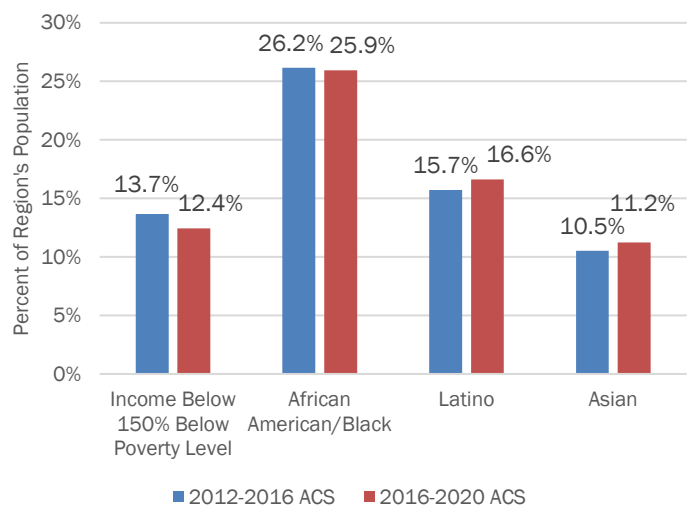
## INPUTS FOR UPDATING EQUITY EMPHASIS AREAS

The updated EEAs reflect the latest data for the two required elements of the methodology: U.S. Census tract boundaries and demographic data. The following section summarizes the general changes to these two elements:

**U.S. Census tracts in the TPB Planning Area:** Within the TPB Planning Area, a net 108 tracts (8.8% increase) were added between 2012-2016 ACS and 2016-2020 ACS. These additional tracts are associated with a one in every ten-year U.S. Census TIGER/Line boundary evaluation aligned with decennial Census updates (i.e., 2012-2016 ACS use 2010 TIGER/Line boundaries and 2016-2020 ACS use 2020 TIGER/Line boundaries). New tracts are identified, that is, split from an existing tract, when its population grows beyond 8,000 inhabitants (typically, a tract is to have around 4,000 inhabitants) or is consolidated with another when its population is less than 1,200 inhabitants. A comparison of changes between 2010 and 2020 tracts across the United States can be found here: <https://arcg.is/1aiWLu0>.

**Demographic data:** Demographic estimates are from the most recent U.S. Census' American Community Survey (ACS) for the 2016-2020 5-year period.<sup>2</sup> Because there is one year overlap with the data sampling and updated tract shapes between the 2012-2016 ACS EEAs and the 2016-2020 ACS EEAs, staff does not recommend making a complete "change overtime comparison" between the two datasets. However, while the region's population grew by over 200,000 (or 3.7%) between these two datasets, the share of individuals who self-identify with one of the historically disadvantaged racial and ethnic population groups or report household income below low-income (150% below the poverty level, in 2020, \$39,369 per year for a family of four) remained relatively constant.

**Figure 1: Share of Regional Population for EJ Population Groups (2012-2016 ACS & 2016-2020 ACS)**



<sup>2</sup> EEAs for the 2018 Visualize 2045 EJ analysis used 2010 U.S. Census tracts and demographic data from U.S. Census ACS 2012-2016 5-year averages.



Data from the 2020 decennial Census for all datasets were not available during production. Once it is released, staff intend to apply the EEA methodology and compare the results with EEAs identified with the 2016-2020 ACS to explore any differences. Staff expect to continue to use the ACS 5-year averages because of concerns on the accuracy and veracity of the 2020 decennial dataset during data collection, particularly response rates from historically disadvantaged racial and ethnic population groups.

## UPDATING THE EQUITY EMPHASIS AREAS

While the methodology for identifying EEAs is unchanged, updates to the two main inputs have resulted in modifications to the location and number of EEAs identified. Table 1, Table 2, and Figure 2 present summary data and depicts the changes in the EEAs (including new and discontinued) developed in 2018 and this update.<sup>3</sup> Figure 3 displays the updated EEA map for the TPB planning area. Appendix A provides more detail on the TPB-approved methodology.

The spatial patterns in the updated EEAs are like those identified using 2012-2016 ACS in 2018 and the clusters of EEAs remain generally unchanged. While some tracts dropped off and others were added, the difference at the regional level is nominal. Updated EEAs comprise 27 percent of tracts in the TPB Planning Area (361 of 1,330 tracts). This rate is slightly lower than the 29 percent of tracts identified using the 2012-2016 ACS EEAs (351 of 1222 tracts). Like the spatial patterns of EEAs, differences between totals and averages for EEA population groups and other traditionally disadvantaged population groups are modest, with differences ranging from -1.4 percent to 1.6 percent.

Staff recognizes committee members, members to the TPB, COG Board of Directors, and other stakeholders may have various questions regarding the implications of this update. The following are staff responses to some likely questions:

### **How does the demographic make-up of the region compare today to 5 years ago and how may it impact the identification of EEAs?**

In many ways the demographic make-up of the region is very similar to the 2012-2016 period; changes to the percent share of inhabitants who are low-income or one of the identified historically disadvantaged racial and ethnic population groups have changed modestly. Low-income declined by 1.2%, African American or Black declined by 0.2%, Hispanic or Latino increased by 0.9%, and Asian increased by 0.7%. Like the region's total population, all historically disadvantaged racial and ethnic EEA population groups similarly increased in total population over the two time periods and their respective percent share within EEAs remained relatively steady as a result.

### **There are an additional net 13 tracts identified as EEAs but the percent share of all tracts in the region has declined (from 28.7% to 27.4%), why is this?**

Through its decennial update to tracts, the U.S. Census has identified an additional 108 tracts in the TPB Planning Area (from 1,222 to 1,330). This is most often due to the growth of inhabitants in a tract going beyond the Census' 8,000 inhabitant threshold for a tract and needing to be split. As a result, in areas with an increase in inhabitants and density there are now likely more tracts providing greater geographic detail for staff to analyze. This results in more overall tracts in the region and more tracts identified as EEAs while still being a similar percent share.

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<sup>3</sup> Note that in Table 2 the differences in EEA tracts will not always total due to the changes to tracts between 2010 and 2020 TIGER/Line as noted in page 2.

**Why does the current set of EEAs discontinue some identified in 2018 while identifying others?  
Could you further explain why we see changes?**

There are many reasons why a tract in the region may have been discontinued, added, retained, or not considered as an EEA. Staff encourages members and stakeholders to use the EEAs to inform local conditions.<sup>4</sup> Two possible scenarios are provided below as examples:

1. The index scoring and thresholds established with the TPB methodology means that modest changes in the demographic make-up of a tract, particularly in ones that are/were near these thresholds, could cause it to drop or be added as an EEA (see Appendix A for method and thresholds).
2. Changes to local land use may impact an area in a myriad of way: displacement, large population growth, contraction in population, or other changes that impacts the concentration of low-income and traditionally disadvantaged racial and ethnic population groups.

**Are the 271 EEAs from 2018 that are unchanged in 2022 the exact same geographic spaces?**

In most cases and to the average eye, yes. Updated tract boundaries might have caused minor boundary changes or not been changed at all.

**My jurisdiction/agency is using the existing EEAs to advance our own equity considerations, how are we to use these newly defined EEAs and what will happen to the existing data?**

TPB staff is supportive of the use of the 2018 EEAs by its member jurisdictions to inform local decision making in efforts to address equity. Updating the 2018 EEAs to match with the 2022 designations should be informed by a review of how the EEA and its data is being used in local efforts. Staff will continue to house the existing EEAs in the TPB's [Regional Transportation Database Clearinghouse](#). Also, the TPB's EEA designations are a regional product and not explicitly approved by the FHWA, FTA, or any other federal agency. There is no requirement for TPB member to use the TPB's EEAs in any other federal program and/or grants.

**What do these changes mean to the EJ analysis of the Visualize 2045 update?**

Staff will need to complete the EJ analysis of the LRPT to be able to answer this question. The updated EEAs is one of a few inputs into the TPB's EJ analysis methodology, the others being the inputs that are part of the TPB's travel demand model (including the constrained element projects of the LRTP). These elements together will produce data on various mobility and accessibility used to analyze the impact of the LRTP on EEAs. Staff will be conducting the EJ analysis of the LRTP beginning in early-August with results presented in mid- to late-Fall. Documentation from the EJ analysis of the 2018 LRTP can be found here:

<https://www.mwcog.org/documents/2018/10/17/visualize-2045-environmental-justice-analysis/>

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<sup>4</sup> GIS layers and associated data will be made available at <https://www.mwcog.org/transportation/planning-areas/fairness-and-accessibility/environmental-justice/equity-emphasis-areas/>

## NEXT STEPS

Staff will prepare materials for briefing the TPB at its July 2022 meeting. After conducting this briefing, staff will continue presenting the update EEAs to other TPB and COG committees, including the Planning Directors Technical Advisory Committee, and other stakeholders. Staff will also begin work on the EJ analysis of Visualize 2045 for disproportionately high and adverse impacts on EEAs compared to the rest of the region. Staff expect to brief the TPB Technical Committee and the TPB between October and December on the results from this analysis. We will update stakeholders of the updated EEA GIS layers and associated data which will be made available at <https://www.mwcog.org/transportation/planning-areas/fairness-and-accessibility/environmental-justice/equity-emphasis-areas/>

**Table 1: Summary data collected for 2012-2016 ACS EEA and 2016-2020 ACS EEA**

	2012-2016 ACS 2018 EEAs		2016-2020 ACS 2022 EEAs		Difference
	Total	Percent	Total	Percent	
Total Regional Population	5,425,389		5,626,505		201,116 (+3.7%)
<b>Summary for Equity Emphasis Areas</b>					
Total tracts analyzed	1,222		1,330		+108
Equity Emphasis Areas	351	28.7%	364	27.4%	+13 (-1.4%)
<b>Regional Total and Averages for Equity Emphasis Areas Population Groups</b>					
Below 150% Poverty Level	740,886	13.7%	688,041	12.4%	-1.2%
Black or African American Alone	1,419,478	26.2%	1,459,501	25.9%	-0.2%
Hispanic or Latino	852,566	15.7%	935,089	16.6%	+0.9%
Asian Alone	570,951	10.5%	632,302	11.2%	+0.7%
<b>Percent of Region Population within EEAs</b>					
Below 150% Poverty Level		54.8%		55.5%	+0.69%
African American/Black Alone		45.1%		43.2%	-1.90%
Hispanic or Latino		46.7%		43.3%	-3.38%
Asian Alone		22.1%		20.1%	-2.03%
<b>Regional Total and Averages for Additional Traditionally Disadvantaged Population Groups</b>					
Speak English "less than" very well	559,739	11.1%	603,979	11.5%	+0.4%
Older Adults (65 yod or greater)	613,164	11.3%	727,393	12.9%	+1.6%
Person with a Disability	430,244	8.0%	473,560	8.5%	+0.5%

**Table 2: Changes in Equity Emphasis Area Tracts by Jurisdiction**

	EEAs (12-16 ACS)	EEAs (16-20 ACS)	Same	New	Removed (2020 TIGER)
Alexandria City, VA	9	12	9	3	2
Arlington County, VA	12	8	5	3	8
Charles County, MD	5	7	4	3	1
District of Columbia	97	93	80	13	23
Fairfax City, VA	0	0	0	0	0
Fairfax County, VA	43	44	29	15	13
Falls Church City, VA	0	0	0	0	0
Fauquier County, VA	0	0	0	0	0
Frederick County, MD	9	11	8	3	2
Loudoun County, VA	5	6	2	4	4
Manassas City, VA	1	3	1	2	0
Manassas Park City, VA	1	1	1	0	0
Montgomery County, MD	49	53	39	14	19
Prince George's County, MD	103	104	81	23	18
Prince William County, VA	17	22	12	10	8
<b>Total</b>	<b>351</b>	<b>364</b>	<b>271</b>	<b>93</b>	<b>98</b>

Figure 2: Change in Equity Emphasis Areas (2012-2016 ACS to 2016-2020 ACS)

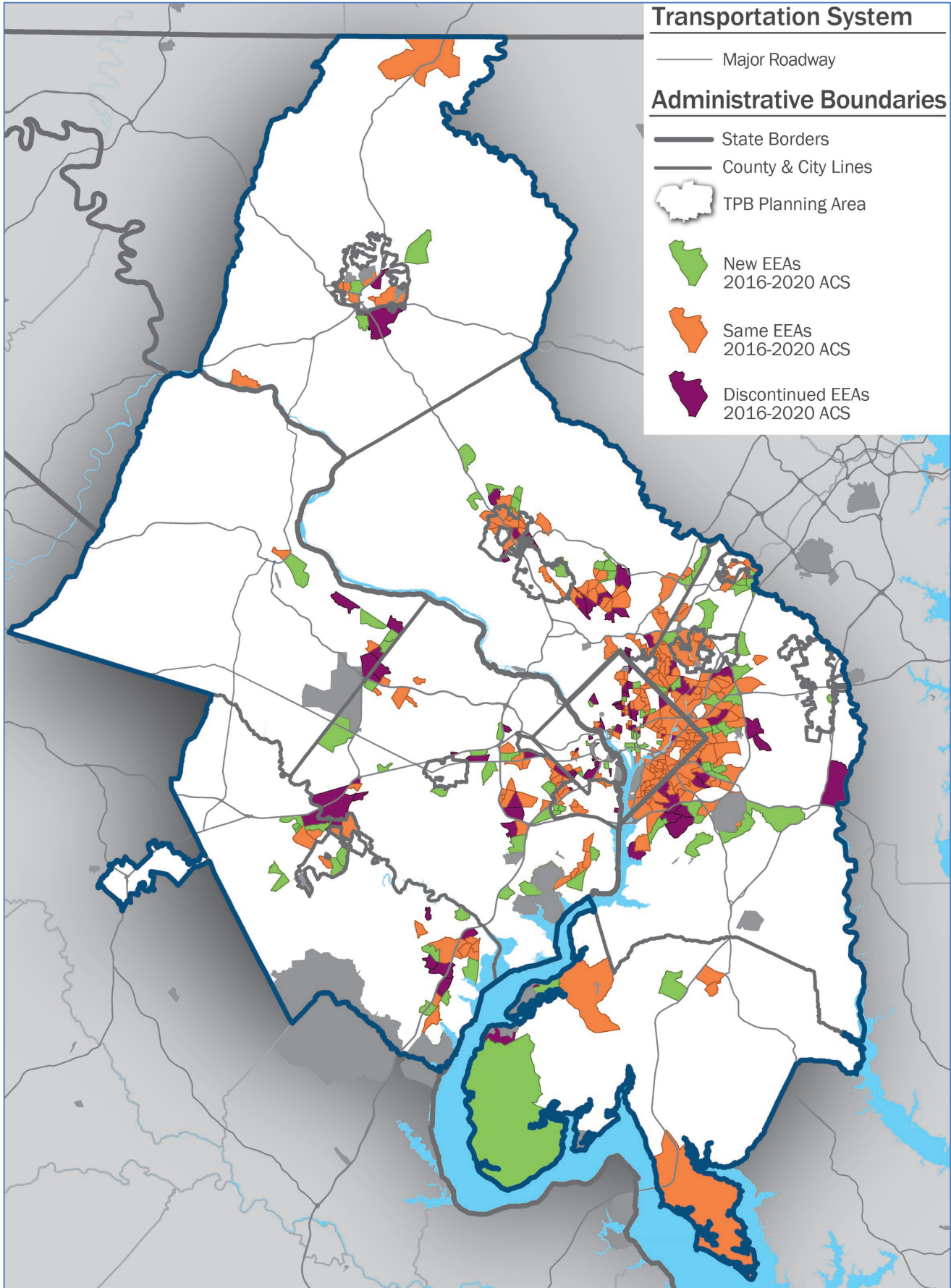
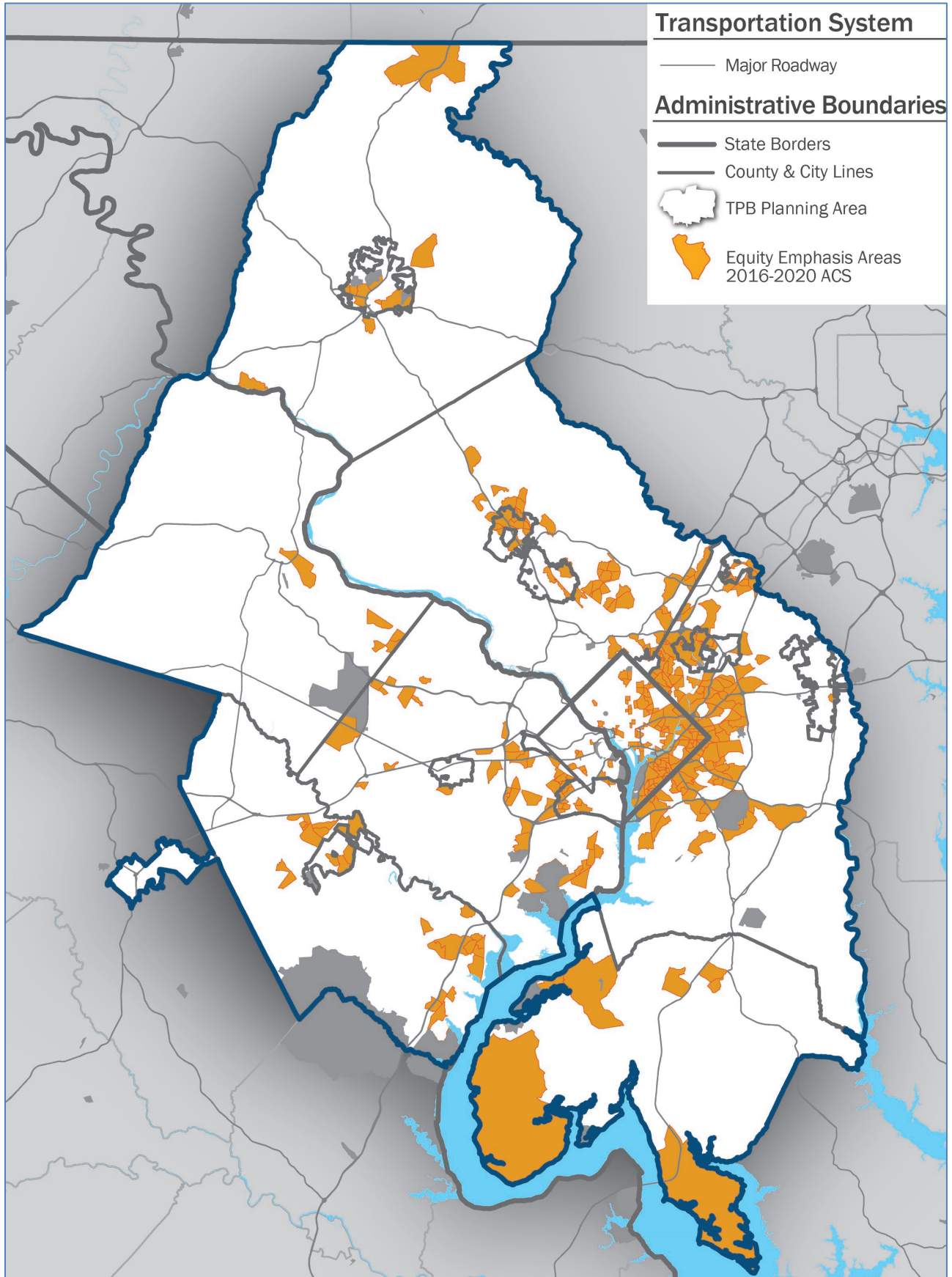


Figure 3: Equity Emphasis Areas (2016-2020 ACS)



## APPENDIX A: SUMMARY OF THE TPB APPROVED METHODOLOGY

The TPB-approved methodology relies on the U.S. Census Bureau data on income and race and ethnicity to determine what Census tracts are considered Equity Emphasis Areas.<sup>5</sup> A 5-year time series of ACS is used because ACS data are updated using a revolving geographic sample and using a 5-year series to ensure estimates for the entire region are included. Federal regulations require the TPB to consider both low-income and people of color populations when examining the long-range transportation plan for disproportionate impacts. Four population groups are considered: Low-Income, Black or African American, Asian, and Hispanic or Latino. To normalize and compare the data across the four population groups and in the region, the EEA methodology entails assigning a value to each of the demographic factors for every Census tract. Higher estimates of each of the demographic factors receive higher values. For each tract, those values determine the index score for each population group and then the index scores are added together, and the tract is an EEA if the total score exceeds an established threshold, see Figure 3. Income is weighted more heavily to reflect the assumption that income is a more significant predictor of an individual’s ability to access transportation than race or ethnicity.

**Figure 2: EEA Index Scoring Breakdown**

RATIO OF CONCENTRATION (ROC or times the regional average)	INDEX SCORE			
	Low-Income*	African American	Asian	Hispanic or Latino
Less than 1.0	0	0	0	0
Between 1.0 and 1.49	1.0 to 1.49	0	0	0
Between 1.5 and 3.0	See Criteria 1 (4.5 to 9.0)	1.5 to 3.0	1.5 to 3.0	1.5 to 3.0
Greater than 3.0	See Criteria 1 (9.0)	3.0	3.0	3.0
Total Index Score	Index scores are totaled			
<input checked="" type="checkbox"/> Equity Emphasis Area (EEA) (Total Index $\geq$ 4.00) <input type="checkbox"/> Not an Equity Emphasis Areas (EEA) (Total Index $<$ 4.00)				

The TPB’s primary purpose for the EEAs is for use as an analytical tool to assess regional impacts of the planned transportation projects, programs and policies as reflected in the fiscally constrained elements of its LRTP, Visualize 2045, as whole. TPB compares changes in accessibility and mobility measures for the Equity Emphasis Areas collectively with the changes in rest of the areas within its planning boundary. The TPB also uses EEAs as a factor in assessing several its financial and technical assistance grants.<sup>6</sup>

The TPB designated EEAs has been formally adopted by the Metropolitan Washington Council of Governments (COG) and are an integral element of its new regional planning framework, [Region United: Metropolitan Washington Planning Framework for 2030](#), to advance equity considerations in all its multi-disciplinary work activities. These activities include scenario planning, regional program assessments and regional grants. Additionally, the EEAs are being used by COG and TPB members in the local planning and decision making in a variety of areas such as community services, housing, and health.

<sup>5</sup> The TPB-approved methodology can be found at: [mwcog.org/transportation/planning-areas/fairness-and-accessibility/environmental-justice/equity-emphasis-areas](http://mwcog.org/transportation/planning-areas/fairness-and-accessibility/environmental-justice/equity-emphasis-areas).

<sup>6</sup> These programs include Enhance Mobility, Regional Roadway Safety Program, Transportation Alternatives Set-Aside Program, Transportation Land-Use Connections Program, and Transit within Reach Program.

# Update to Equity Emphasis Area Environmental Justice (EJ) Analysis Phase 1

Sergio Ritacco  
Transportation Planner

Transportation Planning Board  
July 20, 2022

Agenda Item #9

**visualize**  
**2045** A long-range  
transportation plan  
for the National  
Capital Region



# Presentation Overview

- Update Summary / Takeaways
- Why update?
- What inputs were being updated?
- Details of primary changes
- Next Steps
- Frequently Asked Questions

# What are Equity Emphasis Areas (EEA) and how does the TPB use them?

- We identify small geographic areas with higher concentrations of four groups compared to the regional average:
  - Low-Income
  - Black or African American
  - Hispanic or Latino
  - Asian

Methodology: <https://www.mwcog.org/transportation/planning-areas/fairness-and-accessibility/environmental-justice/equity-emphasis-areas/>

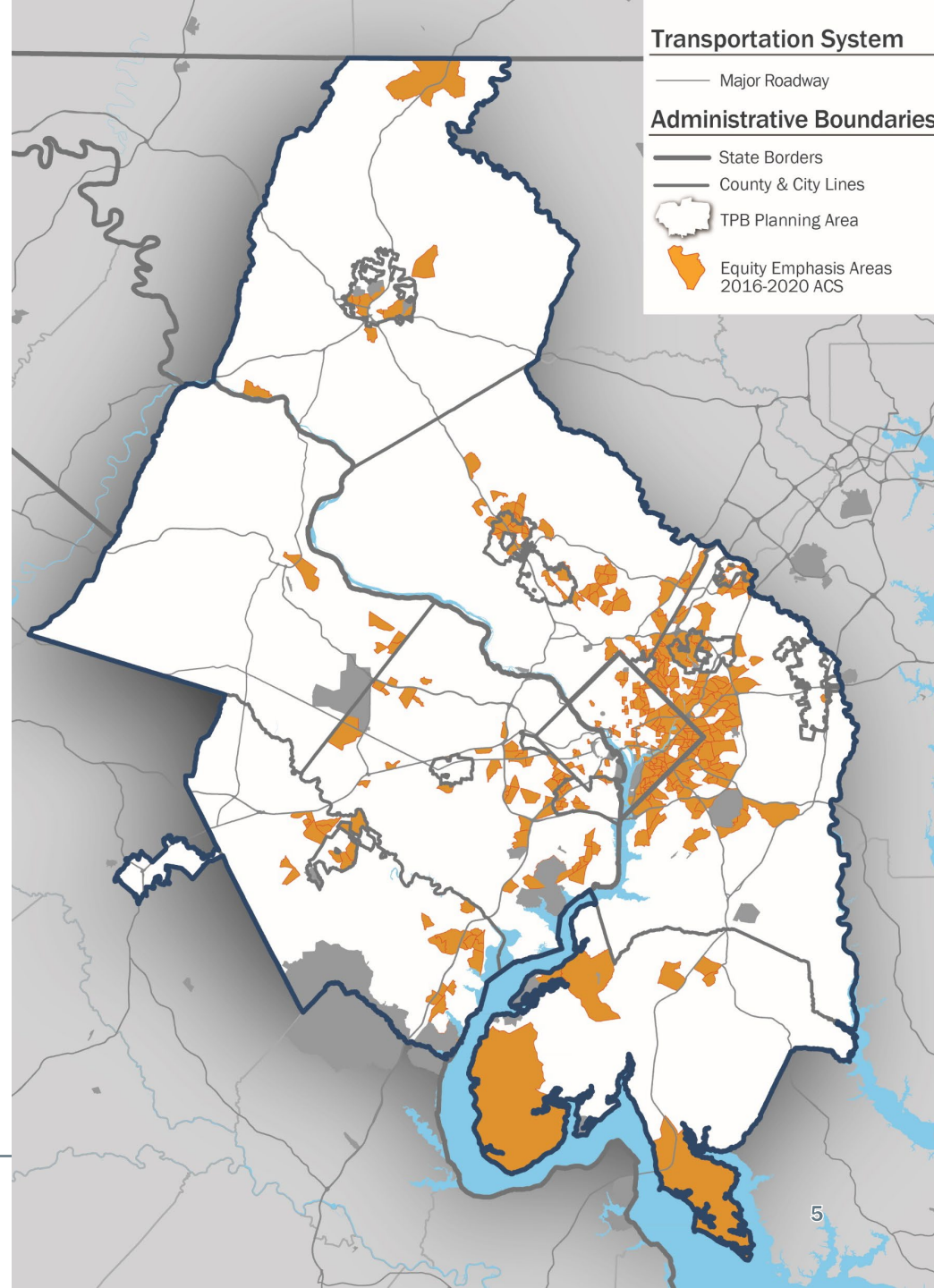
- Helps us understand the impact of transportation improvements on these areas compared to the remainder of the region. COG and TPB also endorsed use of these areas to help highlight areas of the region to consider with additional sensitivity when developing plans, policies, and programs.

# EEA Update: Takeaways

- The 2022 update designates 364 of the region's 1,330 Census tracts as EEA
  - Number of tracts designated EEA increased (+4%): 351 to 364
  - Represents 27% of all tracts in the region – near the 29% from 2018
- Total number of census tracts in the region increased (+9%): 1,222 to 1,330
- No significant change in overall pattern of distribution of EEAs in the region
- No significant change in the overall composition of population groups within the EEAs

# Equity Emphasis Areas - Updated Overview Map

- Spatial distribution patterns similar to 2018 designations
  - East-West Divide
  - Inner-Suburban and Outer-Suburban clusters
  - Handful of large tracts in Outer-Suburban areas – artifact of methodology (sampling requirements for statistically significant data)



# Why the 2022 Update?

- TPB's analysis is part of federal Environmental Justice (EJ) requirements of its Long-Range Transportation Plan (LRTP)
- Analysis conducted with every major update
  - On June 15, 2022, TPB adopted an update to its 2018 LRTP (Visualize 2045)
  - Staff has begun an update of the 2018 EJ analysis using the 2022 edition of Visualize 2045
  - Part 1 is the EEA designation of the census tracts within the TPB's planning area

# What inputs are being updated?

- **In Phase 1: Equity Emphasis Areas**

- The number and boundaries of census tracts within the planning area (update from 2020 US Census data)
- The demographics of the population within each census tract (American Community Survey data for 2016-2020 period)

- **In Phase 2: Environmental Justice analysis**

- The above information will be used with updated transportation and land use data from the 2022 update of Visualize 2045
- There are no changes in the methodologies, used to designate EEAs and conduct the EJ analysis of the LRTP, adopted by the TPB in 2017

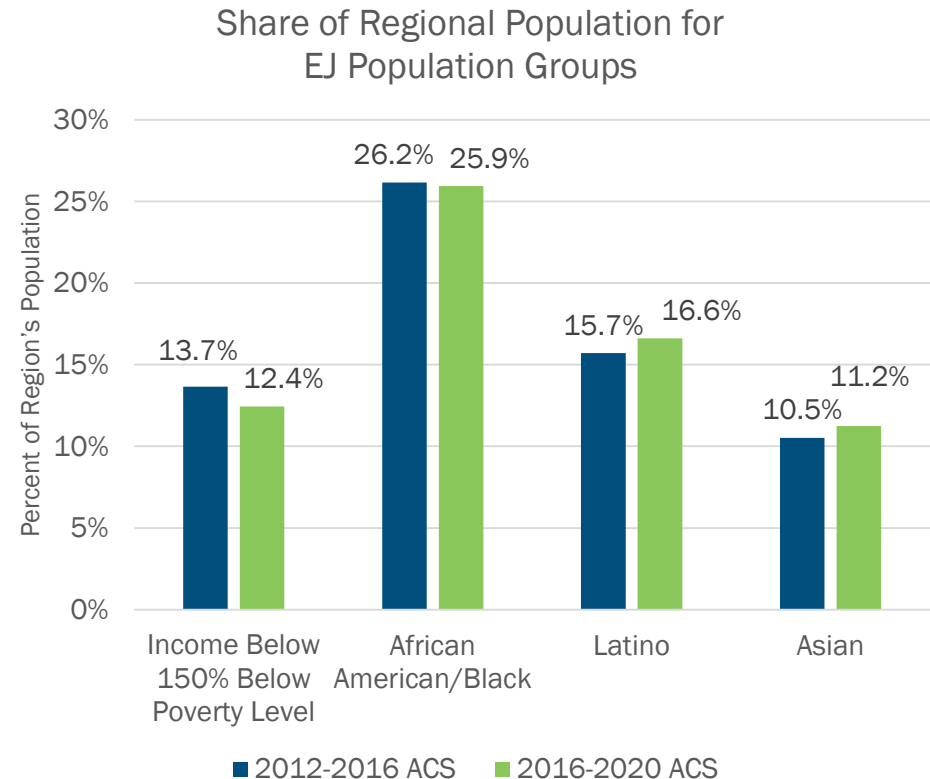
# Details of Changes: U.S. Census Tracts

- Average tract population 4,000
  - Minimum 1,200, Maximum 8,000
- Updated once every ten years to go along with the decennial Census
- Tract is split when population grows over 8,000 inhabitants
- Tract is consolidated with an adjoining one when less than 1,200 inhabitants

2018	2022
1,222 tracts	1,330 tracts

# Details of changes: Tract Demographics

- From 2012-2016 ACS to 2016-2020 ACS data sets
- Planning area population grew by over 200,000 between these two datasets
- Regionally, the share of individuals of the historically disadvantaged racial and ethnic population groups or low-income remained relatively constant





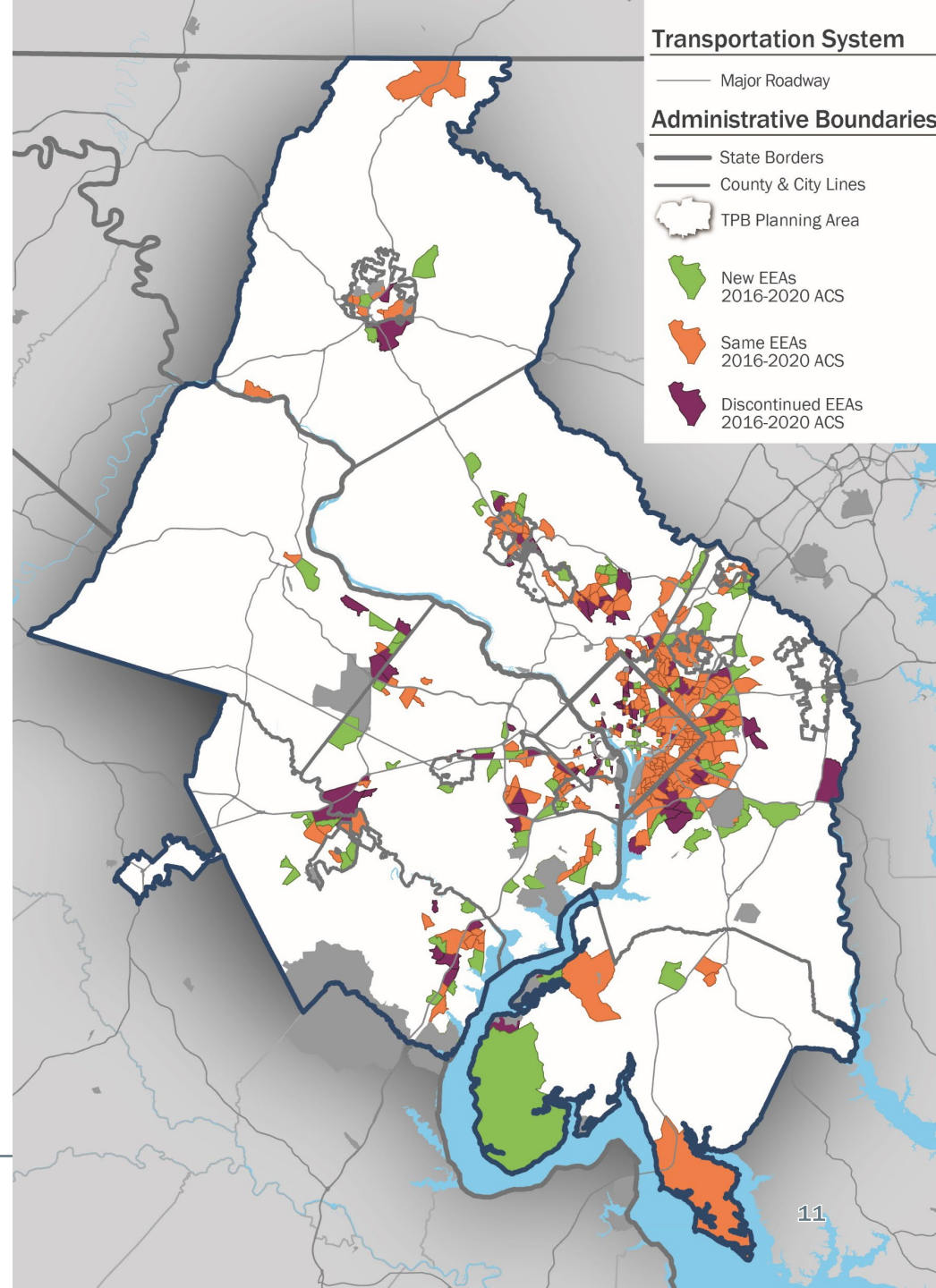
# Details of changes: Overall Representation

	2018	2022
<b>Equity Emphasis Areas</b>	<b>351 tracts 28.7% of region</b>	<b>364 tracts 27.4% of region</b>
Share of Low-Income	54.8%	55.5%
Share of Black or African American	45.1%	43.2%
Share of Asian	22.1%	20.1%
Share of Hispanic or Latino	46.7%	43.3%

# Details of changes: Number and Location of EEAs

- Spatial patterns similar trends to previous EEAs
- Total: 364 tracts
  - Same: 271 tracts
  - New: 93 tracts
  - Discontinued: 98 tracts

*Note: Changes between 2012-2016 ACS and 2016-2020 ACS may not nest due to changes in tract boundaries.*



# FAQs and response

- **Are the 271 EEAs from 2018 that are unchanged in 2022 the exact same geographic spaces?**

In most cases and to the average eye, yes. Updated tract boundaries might have caused minor boundary changes or no changes at all.

- **Could you further explain why some 2018 EEAs are not identified in 2022 while new ones appear?**

There are many reasons why a tract in the region may or may not be identified as an EEA:

1. TPB methodology relies on index scoring with thresholds. This means that modest changes in the demographic make-up of a tract, particularly in ones that are/were near these thresholds, could cause it to drop or be added as an EEA.
2. Changes to local land use impacting an area in a myriad of ways, including, displacement, increase or decrease in the tract's population, or other changes that impacts the concentration of low-income and traditionally disadvantaged racial and ethnic population groups.

# FAQs and responses

- **My jurisdiction/agency is using the 2018 EEAs to advance our own equity considerations, how are we to use these newly defined EEAs? What will happen to the existing data?**

TPB staff is supportive of the use of the 2018 EEAs by its member jurisdictions to inform local decision making in efforts to address equity. Updating the 2018 EEAs to match with the 2022 designations should be informed by a review of how the EEA and its data is being used in local efforts.

Data for the 2022 EEAs will be made available to member jurisdictions while the 2018 EEAs will remain available to member jurisdictions in the TPB's Regional Transportation Database Clearinghouse.

The TPB's EEA designations are a regional product and not explicitly approved by the FHWA, FTA, or any other federal agency. There is no requirement for TPB member to use the TPB's EEAs in any other federal program and/or grants.

# FAQs and responses

- **How does the demographic make-up of the region compare today to 5 years ago and how may it impact the identification of EEAs?**

Demographic make-up of the region is very similar to 2012-2016 ACS. Like the region's total population, all historically disadvantaged racial and ethnic EEA population groups similarly increased in total population over the two time periods and their respective percent share within EEAs remained relatively steady.

- **There are an additional net 13 tracts identified as EEAs but the percent share of all tracts in the region has declined (from 28.7% to 27.4%), why is this?**

With every decennial Census the U.S. Census updates tracts for the country. From the 2020 Census, this region now has an additional 108 tracts. This results in more overall tracts in the region and more tracts identified as EEAs while still being a similar percent share of all tracts in the region.

# EJ Analysis: Next Steps

- Conduct Phase 2: Analyze the 2022 update to Visualize 2045 for disproportionately high and significantly adverse impact on low-income and traditionally disadvantaged racial and ethnic populations. If found, develop mitigation measures.
- Staff expect to present the results of the analysis to TPB in early- to late-Fall 2022

## **Sergio Ritacco**

Transportation Planner

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**[mwkog.org/TPB](http://mwkog.org/TPB)**

Metropolitan Washington  
Council of Governments

777 North Capitol Street NE,  
Suite 300

Washington, DC 20002

**ITEM 10 – Notice**

July 20, 2022

TPB Bylaws Update

**Background:**

The TPB Bylaws will be updated to reflect the Board's interest in continuing to offer virtual participation for future meetings. TPB will be asked to approve the Bylaws in September.





## **MEMORANDUM**

**TO:** Transportation Planning Board  
**FROM:** Lyn Erickson, Plan Development and Coordination Program Director  
**SUBJECT:** TPB Bylaws Update  
**DATE:** July 14, 2022

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A TPB Bylaws update has been initiated to accurately reflect the virtual options available for TPB to conduct business after the public health emergency ends. The language was also updated to reflect current laws and practices, and minor editorial revisions were introduced to bring the Bylaws up to the 21<sup>st</sup> century. The Bylaws state that all amendments must be introduced at one meeting and then can be acted on at the next meeting. The TPB is scheduled to act on these changes at the September meeting. Please provide all comments by August 26.

Two pdfs have been provided for your review:

- Attachment 1: This version is “clean” and has all the changes accepted
- Attachment 2: This version has all the changes identified

## **BACKGROUND**

The TPB, while recognizing the value of in-person meetings, has expressed interest to continue using the virtual meeting format, periodically, even after the current public health related concerns which merit limited in-person gatherings end. Apart from utilizing this newly adopted capability, periodically holding virtual meetings would demonstrate the TPB’s commitment to teleworking as a means of reducing travel and related energy consumption and emissions. The Bylaws have been updated to allow for virtual meetings. Highlights include:

- The TPB shall give preference for in-person meetings over virtual meetings. Members will be expected to participate in the in-person meetings in person, unless exempted as per the provisions.
- When an in-person meeting is scheduled, members may attend the meeting virtually on no more than two (2) occasions in a year. The member wishing to participate virtually shall give at least three (3) days’ notice to the Director.
- The Chair may propose and or upon request by and discussion among members, schedule a limited number of all virtual meetings in a year. Such virtual meetings will be limited to no more than three (3) meetings in a year.

Upon examining the Bylaws to begin to address these needs, it was determined that the entire Bylaws document should be examined as some of the language was found to be outdated. The federal regulations are now accurately reflected, membership updates have been provided, the Master Funding Agreement which governs invoicing is now included, the 2020 Participation Plan language is referenced, Robert’s Rules of Order are now clearly identified, and other minor editorial revisions were provided.

The substantive edits can be found in Section IV Time and Place of Meeting.

**ATTACHMENT 1 - ALL CHANGES ACCEPTED/CLEAN VERSION**

**BYLAWS OF THE NATIONAL CAPITAL  
REGION TRANSPORTATION PLANNING  
BOARD**

As Amended September 21, 2022



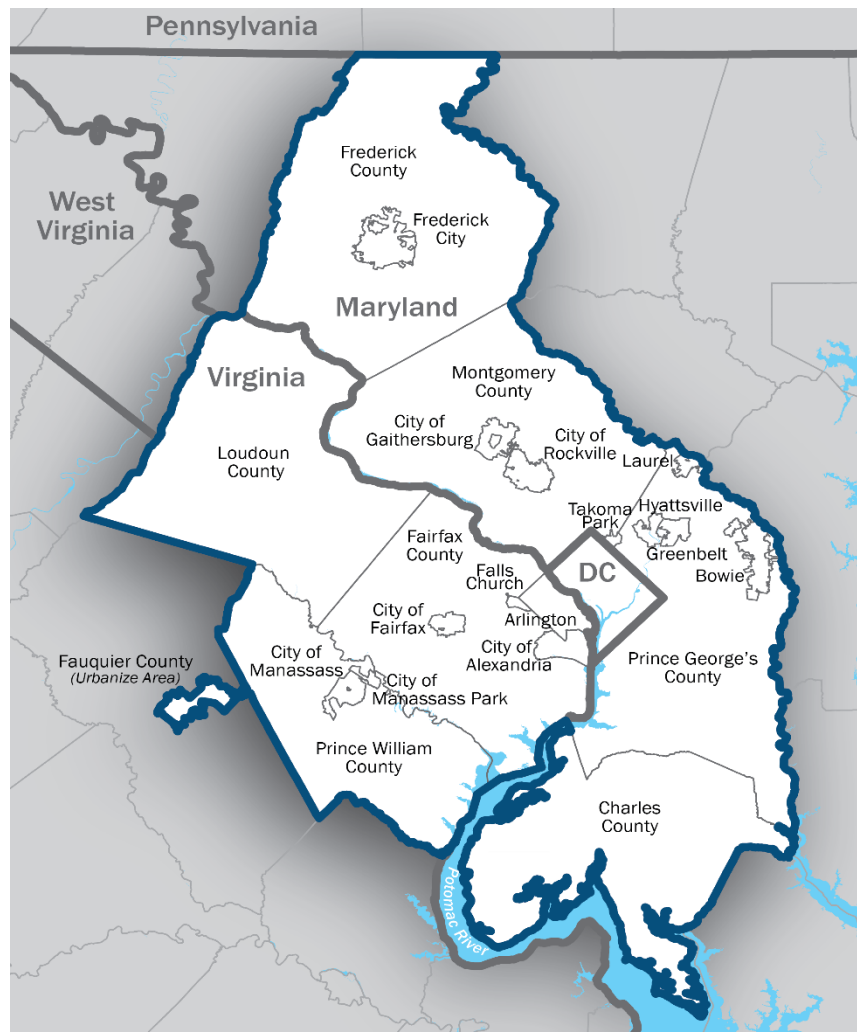
National Capital Region  
**Transportation Planning Board**

# I. FUNCTIONS

The National Capital Region Transportation Planning Board (TPB) is the federally designated metropolitan planning organization (MPO) for metropolitan Washington. The TPB is responsible for developing and carrying out a continuing, cooperative, and comprehensive transportation planning process in the metropolitan area.

Consistent with federal law, 23 USC § 134 and 49 USC § 5303 et seq., the TPB was designated as the MPO by the Governors of the State of Maryland, the Commonwealth of Virginia, and the Mayor of the District of Columbia with the agreement of units of general purpose local government that together represented at least 75 percent of the affected population (including the largest incorporated city [based on population] as determined by the Bureau of the Census) in accordance with procedures established by applicable State or local law. Consistent with the requirements of applicable federal statutes and regulations the TPB has been designated as a transportation management area (TMA) since the urbanized area served by the TPB has a population greater than 200,000. The transportation planning area of the TPB, as of July 2022, is depicted in Figure 1.

Figure 1 – TPB Planning Area



The TPB, serving as the MPO for the metropolitan Washington area, shall be responsible for the development of policies of regional significance (having "significant" interjurisdictional effects in terms of financing, transportation service, location, staging, and/or socio-economic, land use, or environmental impacts), and necessary procedures for the effective implementation of a metropolitan transportation planning process. The TPB's functions include, but are not limited to, organization and management direction of the planning process, actions related to securing of Federal aid funding for the metropolitan planning process and matching funding by the signatories of the Master Funding Agreement of record, and associated administrative and management responsibilities including the publication of progress reports describing the time, cost, and technical detail of the planning program, and distribution of summaries of the TPB's proceedings.

## II. RELATIONSHIP WITH THE METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS

The Metropolitan Washington Council of Governments (COG) entered into a contract<sup>1</sup> to have COG serve as the administrative and fiscal agent of the TPB. Thus, the TPB is staffed by COG's Department of Transportation Planning. In July 1966, the TPB and the COG jointly adopted a plan<sup>2</sup> for associating the two organizations, under which the TPB may also serve as the transportation policy committee of COG. The purpose of the plan is to improve coordination between the TPB's transportation planning process and COG's comprehensive regional planning process, and to achieve economies and efficiencies through joint staffing and administration of these two activities. Under this arrangement, COG serves as the administrative and fiscal agent for the TPB and the TPB uses COG's forecasts of land use, population, and employment as the basis for developing transportation plans and programs consistent with the area's growth policies. This association does not in any way impinge upon the basic responsibilities of the TPB as the designated MPO for transportation planning in the Washington Metropolitan Area.

## III. MEMBERSHIP AND TERMS

23 USC § 134 and 49 USC § 5303 et seq. prescribe the structure and membership of MPOs. Consistent with these requirements, TPB membership is made up of local elected officials from each local government within the urbanized area served by the TPB, the appropriate State officials (both branches of the state and federal city legislatures) and officials of public agencies that administer or operate major modes of transportation in the metropolitan area (the state and District of Columbia Departments of Transportation, DOT), including representation by providers of public transportation (the Washington Metropolitan Area Transit Authority (WMATA)). Additionally, the TPB membership includes ex-officio or non-voting members, as noted below.

Further, consistent with regulations to consider the equitable and proportional representation of the population of the metropolitan planning area, the number of members from a jurisdiction is related to the population within the jurisdiction. Table 1 lists the jurisdictions and agencies, or entities represented on the TPB.

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**Table 1: Jurisdictions and Organizations Represented on the TPB**

<b>DISTRICT OF COLUMBIA</b>	<b>VIRGINIA</b>
District Council	Arlington County
District Department of Transportation	Fairfax County
District Department of Planning	Fauquier County
	Loudoun County
	Prince William County
<b>MARYLAND</b>	City of Alexandria
Charles County	City of Fairfax
Frederick County	City of Falls Church
Montgomery County	City of Manassas
City of Bowie	City of Manassas Park
City of College Park	Virginia General Assembly
City of Frederick	Virginia Secretary of Transportation
City of Gaithersburg	
City of Greenbelt	
City of Laurel	<b>EX OFFICIO MEMBERS</b>
City of Rockville	Federal Highway Administration
City of Takoma Park	Federal Transit Administration
Maryland General Assembly	National Capital Planning Commission
Maryland Secretary of Transportation	National Park Service
	Metropolitan Washington Airports Authority
Washington Metropolitan Area Transit Authority	

The TPB shall be composed as follows:

1. One (1) elected member from each of the local governing bodies of the cities and counties in Maryland and Virginia contained within the urbanized area served by the TPB and the appropriate state officials<sup>3</sup>. In addition, membership may include one (1) elected member from the governing body of any other city or county outside of the TPB’s planning area recommended for membership by a majority vote of the TPB based on the substantial interests such jurisdiction has in the metropolitan planning process. Participation of such members shall be conditioned on such jurisdiction contributing to the financial support of the planning process in an amount determined by the TPB.
2. Those cities or counties of Maryland and Virginia that participate in the TPB and which have a population greater than 400,000 shall have one (1) additional member selected as follows:
  - A. The County Executive or his designated representative, if the form of government includes an elected County Executive, or;
  - B. One (1) additional elected member of the local governing body, if the form of government does not include an elected County Executive.
3. Four (4) members from the Government of the District of Columbia, two (2) of whom shall be members of the Council, and two (2) from the executive branch. One (1) of the executive branch members shall be from the District DOT.
4. One (1) member from each of the DOT of Maryland and Virginia, and one (1) member representing the Washington Metropolitan Area Transit Authority (WMATA).
5. One (1) member each from the House and Senate of the Maryland and Virginia General Assemblies, respectively, and one (1) additional member from the Council of the District of Columbia. Such members and their alternates shall be selected from the members of the General Assemblies representing portions of the Washington Metropolitan Area, and the

<sup>3</sup> Membership in COG is not a requirement for TPB members.

Council of the District of Columbia, respectively. Alternates for these members shall also be members of the General Assemblies or the Council of the District of Columbia, respectively.

6. One (1) member each from the National Capital Planning Commission, the Metropolitan Washington Airports Authority, the Federal Highway Administration, the Federal Transit Administration, the Federal Aviation Administration, and the National Park Service. Each member in this category shall be non-voting but shall be entitled to offer and second motions and resolutions and otherwise enter deliberations of the TPB.

Designated alternate representatives of the local government representatives must be appointed by their local governing body. Such appointment must be made and communicated to the TPB staff by an authorized representative of the governing body or entity. If the designated alternate representative is not an elected official or an employee of the participating jurisdiction's government, then the participating jurisdiction's governing body must adopt a resolution appointing the "external candidate" based on his/her qualifications and expertise to adequately represent the jurisdiction as an alternate representative. Designated alternate representatives of the DOT must be appointed by their respective Departments. Designated alternate representatives of WMATA must be appointed by the Board of Directors.

Members shall serve until replaced by the organization which they represent. Changes in jurisdictional membership (but not individual appointments of the jurisdictions) shall be based on changes to the urbanized area boundaries and the planning area of the TPB, consistent with federal MPO regulations.

## **IV. TIME AND PLACE OF MEETING**

1. The TPB shall hold regular meetings, preferably monthly, with a minimum of one meeting each quarter. While the month of August would be exempt from this requirement the Chair of the TPB could convene a special meeting in August as outlined below. Special meetings may be called by the Chair at any time on ten (10) days' notice in writing of the time, place, and general business to be transacted. The Chair shall call a special meeting of the TPB on the request of not less than one-third of the voting members of the TPB, or as required under Section VII.a(7). Insofar as possible, all matters requiring a vote shall be proposed in writing and furnished to members at least three (3) days prior to the meeting or at the time of notice of the meeting, whichever is earlier. The vote on any such matter shall be conducted in accordance with the requirements of Section VI.

The TPB shall give preference for in-person meetings over virtual meetings unless there is a local, regional, or federal order or pronouncement of emergency conditions that affect public safety or health and where public in-person gatherings are discouraged or restricted.

Members will be expected to participate in the in-person meetings in person, unless exempted as per the provisions below.

2. Virtual participation in an in-person meeting: When an in-person meeting is scheduled, a member may attend the meeting virtually (through electronic communication means) from a remote location, on no more than two (2) occasions in a year. The member wishing to participate virtually, shall give at least three (3) days' notice to the Director or designated staff by either email or telephone. The Chair shall announce the names of the members participating virtually at the beginning of the meeting.

Electronic participation is contingent upon the ability of COG staff to make the necessary arrangements for the audio and or visual communications between the TPB meeting locations and the remote location of the member participating virtually.

3. Virtual meetings due to an emergency: In the event of a state, local or federal order or pronouncement of emergency conditions that affect public safety or health, meetings may be held by telephone conference call, videoconference, or online video/telephone call combination (“virtual meetings”), at the direction of the Chair or a Vice Chair, if the Chair is not available, after consulting with the other Vice Chairs, if possible, and the COG Director of Transportation Planning. If possible, three (3) days’ notice shall be given to the members by either email or telephone, which notice shall include the specific steps necessary to access the meeting. Such direction shall only be given upon a determination that a face-to-face meeting is precluded by a state, local or federal order or pronouncement of emergency conditions affecting public safety or public health.
4. Virtual meetings not due to an emergency: The Chair may propose and or upon request by and discussion among members schedule a limited number of all virtual meetings in a year, when there is no state, local or federal order or pronouncement of emergency conditions that affect public safety or health. Such virtual meeting(s) would, among others things, advance travel demand management strategy of reducing travel to support regional goals including reducing congestion, and reducing use of fossil fuel and improving air quality. Notice of such an all virtual meeting will be provided no less than ten (10) days in advance of the scheduled meeting. Such virtual meetings will be limited to no more than three (3) meetings in a year.
5. The Chair may determine that no electronic attendance is permitted at certain meetings of the TPB.
6. The following procedures shall apply when a member is attending electronically:
  - a. The member shall verbally identify at the beginning of the meeting that the member is present electronically; and announce, verbally or electronically, if the member is departing from the meeting, unless the meeting has adjourned;
  - b. The member shall, verbally or electronically, ask for recognition from the Chair if the member desires to speak;
  - c. The member attending electronically shall indicate his/her vote verbally when requested by the Chair or staff;
  - d. The member attending electronically shall not have a right to attend any executive session or closed meeting during the meeting but may be included if arrangements can be readily made and the confidentiality of the meeting ensured;
  - e. All other Bylaw provisions apply.

## V. OFFICERS

Officers of the TPB shall consist of a Chair and two Vice Chairs who are voting members. Terms of office shall be for one year, from January 1 to December 31. Election of officers shall take place at a regular meeting no later than December of the year. Neither the Vice Chairs nor Chair shall be a

representative of the same State or agency. If a vacancy occurs in the office of any of the officers, their successor shall be elected from the same State to complete the unexpired term, such election to be held at any regular meeting of the TPB.

## DUTIES OF OFFICERS

The Chair of the TPB shall preside at all meetings and appoint all committees and shall perform such other duties as the TPB may, from time to time, order.

Vice Chairs shall assist the Chair and either Vice Chair shall preside at meetings in the absence of the Chair, and either Vice Chair shall act in the absence of the Chair.

The TPB staff shall be Secretary of the TPB. The staff shall be the custodian of all records of the TPB and shall keep an action summary of the meetings of the TPB. Minutes of the TPB shall be disseminated to members of the TPB and their alternates as well as to non-member jurisdictions in the region. The staff shall, on behalf of the TPB, certify, when required, copies of records, and shall perform such other duties as may be directed by the TPB. The staff shall also maintain the official copy of the Bylaws of the TPB, and shall enter upon such official copy all duly adopted modifications and amendments.

## VI. QUORUM, VOTING PROCEDURES, AND RULES

- a. Ten (10) voting members or their alternates, to include at least one (1) voting member or alternate representing the District of Columbia, Maryland, and Virginia, shall constitute a quorum of the TPB. Member presence at the meeting includes virtual and in person.
- b. Each representative from the State Departments of Transportation (including the District of Columbia), the WMATA, the General Assemblies of Maryland and Virginia and the Council of the District of Columbia appointed under Section III.d., and the participating local governments shall be entitled to cast one (1) vote, except on any matter for which the alternate voting procedure provided for under Section VI.d. is invoked, in which case only the votes of the representatives designated under Section VI.d. shall be counted.
- c. Except for amendments to the Bylaws, which require a majority vote of all the voting members of the TPB, whether taken on a regular or proportional voting basis, all actions, including all actions decided on the basis of the alternate voting procedure provided for in Section VI.d., shall be by a majority vote of those present and voting, provided that the extent of financial participation by any jurisdiction, agency or public body shall be determined only with the concurrence of that jurisdiction, agency, or public body.
- d. Any voting member may require that the vote on any matter brought before the TPB be decided on a proportional voting basis provided for in this Section VI.d. A proportional vote may be called for either instead of voting on a regular basis as provided in Section VI.b. or subsequent to a vote taken in accordance with Section VI.b., provided, however, that such a subsequent vote shall be at the same meeting. For this purpose, five (5) votes each shall be assigned to Maryland, Virginia and the District of Columbia; such votes shall be distributed by first assigning one (1) vote each to the Maryland DOT, the Virginia DOT and the District of Columbia DOT. The remaining four (4) votes each allocated to Maryland, Virginia and the District shall be apportioned as follows:



- i. Three (3) votes shall be allocated to the participating local governments in each of the Maryland and Virginia portions of the Metropolitan Area as follows: each participating local government from Maryland and Virginia shall have one (1) share for each 50,000 population and the next major succeeding portion thereof, except that each jurisdiction having a population of less than 50,000 shall have one (1) share. Populations assigned to the participating local governments shall be the most recent population estimates approved by COG. The total weighed vote cast by the participating local governments in each of the Maryland and Virginia portions of the Metropolitan Area shall be tabulated by determining the percentage of the four (4) total shares of those present and voting cast in each of the Maryland and Virginia portions for and against the question and multiplying the resultant percentage by three. Those jurisdictions, which have a population of over 400,000, shall have their weighted vote based on population divided equally between the legislative and executive branch representatives or designated alternates present and voting. If only one representative is present, that jurisdiction's representative will be given the full weighted vote to which that jurisdiction is otherwise entitled.
  - ii. Each member from the House and Senate of the Maryland and Virginia General Assemblies present and voting shall be allocated one-half (0.5) of a weighted vote.
  - iii. Each member from the District of Columbia present and voting, or his alternate in his absence, shall be allocated one (1) of the four (4) remaining District votes.
- e. If the total weighted vote of those present and voting within any one of the Maryland, Virginia, or District of Columbia portions of the Metropolitan Area is less than five (5), the weighted vote for each of the representatives present and voting for that portion of the Metropolitan Area shall be increased proportionally to insure a total of five (5) votes. The final vote on the question shall then be determined by adding the total votes cast in each of the Maryland, Virginia and District of Columbia portions of the Metropolitan Area together to arrive at the votes for or against the question. The question shall carry if it receives a majority of the proportional votes cast in accordance with the above procedure.
- f. Meetings shall be conducted in accordance with the most recent version of Robert's Rules of Order.

## VII. COMMITTEES

### a. Steering Committee

There shall be a Steering Committee to facilitate work program planning and management of the transportation planning process. The Committee's responsibilities include:

1. Working with the staff in developing the annual transportation planning work;
2. Programing and budgeting for consideration by the TPB;
3. Reviewing monthly recommendations from the staff and Technical Committee on technical procedures, work program progress and the overall technical conduct of the planning process;
4. Working with the TPB Chair and the staff in developing recommendations for the TPB on revisions to the adopted regional transportation plan and transportation improvement program, and on major transportation planning policies;
5. Review and adopt criteria, developed by the state DOTs in consultation with the representatives of the FHWA and FTA, for grouping by function, geographic area, and work

type those non-regionally significant projects that are not of appropriate scale for individual identification in the Transportation Improvement Program (TIP).

6. Providing a mechanism to assist the TPB Chair in preparing for meetings and working with other COG Policy Committees.
7. Acting on behalf of the TPB on proposed amendments to the Unified Planning Work Program (UPWP) or to the annual element of the TIP and advise the TPB of such action. Notice of proposed amendments to the UPWP or the TIP shall be given to the full TPB at least five (5) days prior to action by the Steering Committee.

If a voting member objects in writing to action by the Steering Committee, the proposed amendment shall be considered by the full TPB. The member objecting to the amendment shall have the option to have the Chair call a special meeting of the TPB to consider the amendment or agree to hold the amendment over to the next regular TPB meeting. Notwithstanding the above, the Committee shall have the full authority to approve non-regionally significant items, and advise the TPB of its action.

The Steering Committee shall be composed of ten (10) members of the TPB as follows: the TPB Chair and immediate past Chair, one (1) local government representative of the District of Columbia, one (1) elected local government representative of Maryland, one (1) elected local government representative of Virginia, one (1) representative each of the State DOT one (1) representative of WMATA, and the Chair of the Technical Committee. The Steering Committee shall be chaired by the current TPB Chair and shall meet, in-person or virtually, on a regular basis or as determined by the Chair.

#### b. Technical Committee

There shall be a Technical Committee to advise and assist the TPB in the technical actions of the planning process, to review the cost and content of the work program, to review methodology and procedures, and to review plans and programs. Members of the Committee shall be appointed by the TPB from persons nominated by the various jurisdictions, public agencies, and private organizations in the region having cognizance over transportation matters or an interest or special competence in the field of transportation. The Technical Committee shall make recommendations to the TPB concerning data collection procedures to ensure coordination of procedures and standards between city, county, State and local planning agencies and the metropolitan transportation planning process, and shall consider and make recommendations concerning any other matters referred to it by the TPB. The Technical Committee shall elect such officers as may be appropriate. The Committee shall meet once each month or on an as-needed basis as determined by the Technical Committee Chair.

#### c. Advisory Committees and Task Forces

The development, maintenance and updating of the Metropolitan Area's transportation plans and programs require an assessment of contemporary viewpoints on critical issues, needs, values and priorities. To assist the TPB in ascertaining such views, the TPB may establish special Advisory Committees and Task Forces for such purpose.

Such Advisory Committees and Task Forces shall be established by resolution of the TPB, and such resolution shall include a mission statement. The Chair of the TPB shall appoint the members of the Advisory Committees and Task Forces from a broad cross-section of elected and appointed officials, and civic, business, environmental and other relevant community interests in the region. Appointments shall be subject to the review and approval of the TPB.

## **VIII. STAFF**

The COG Director of Transportation Planning and his designees shall serve as staff to the TPB in the conduct of the transportation planning process.

## **IX. PUBLIC PARTICIPATION**

The TPB will develop a Public Participation Plan outlining the process and adhere to the Plan in engaging the public in its metropolitan planning activities. In order to foster greater participation by community, transportation, environmental, and other advocacy groups in the transportation planning process, the TPB will set aside a period of time at each of its regularly scheduled meetings to receive input from representatives of recognized regional groups. At the discretion of the TPB Chair, individuals may also be recognized and given the opportunity to speak within the allotted public comment period.

Individuals or representatives of such groups desiring to speak before the TPB are requested to notify the Director that they wish to appear before TPB. Such representatives should speak on topics of current interest to the TPB. Presentations to the TPB shall be limited to up to three (3) minutes. A written copy of the remarks and any additional information should be provided when members of the public appear before the TPB.

In the event that a meeting is held virtually, pursuant to Section IV, and or if the number of people present at the meeting location has to be limited due to safety and or public health concerns, the Director shall make reasonable efforts to inform the public that the TPB will receive public input virtually (in writing, by phone, or email), and shall provide notice on the website.

Special meetings of the TPB may be scheduled to hear individual and special interest group input on topics of special interest as decided by the TPB, and community members may be invited to participate in Advisory Groups and Task Forces established under Section VII.c.

## **X. AMENDMENTS OF BYLAWS**

These Bylaws may be amended pursuant to the following procedures:

- a. With the approval of the majority of those voting members of the TPB present (physically or electronically) and voting, a proposal to amend the Bylaws introduced at any regular meeting of the TPB, shall be recorded in the minutes, and
- b. A special written notice setting forth such proposal shall be mailed or emailed to every member of the TPB at least ten (10) days before the next regular meeting.

The amendment shall be acted upon at the regular meeting next following the meeting at which it was proposed. A majority vote of the voting members of the TPB shall be required for adoption.

# ATTACHMENT 2 - ALL CHANGES HIGHLIGHTED FOR COMPARISON

## BYLAWS OF THE NATIONAL CAPITAL REGION TRANSPORTATION PLANNING BOARD

As Amended September 21, 2022

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National Capital Region  
**Transportation Planning Board**

# I. FUNCTIONS

The National Capital Region Transportation Planning Board (TPB) is the federally designated metropolitan planning organization (MPO) for metropolitan Washington. The TPB is responsible for developing and carrying out a continuing, cooperative, and comprehensive transportation planning process in the metropolitan area.

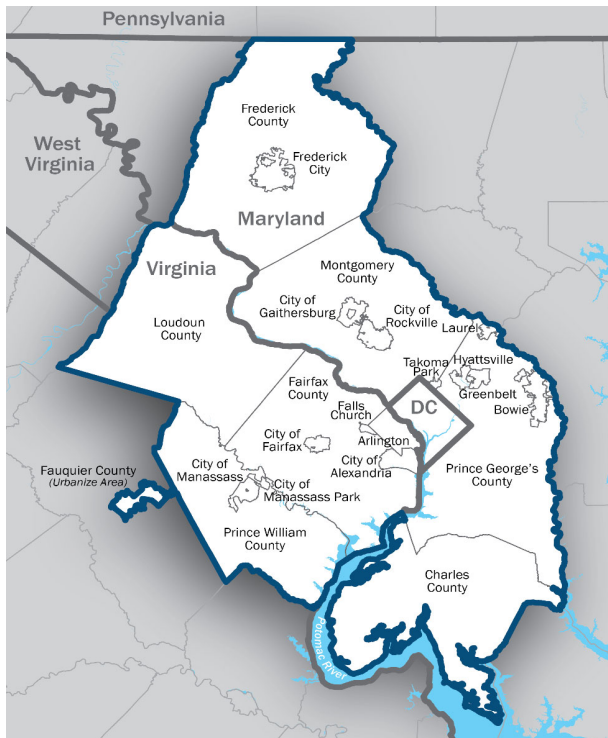
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Consistent with federal law, 23 USC § 134 and 49 USC § 5303 et seq., the TPB was designated as the MPO by the Governors of the State of Maryland, the Commonwealth of Virginia, and the Mayor of the District of Columbia with the agreement of units of general purpose local government that together represented at least 75 percent of the affected population (including the largest incorporated city [based on population] as determined by the Bureau of the Census) in accordance with procedures established by applicable State or local law. Consistent with the requirements of applicable federal statutes and regulations the TPB has been designated as a transportation management area (TMA) since the urbanized area served by the TPB has a population greater than 200,000. The transportation planning area of the TPB, as of July 2022, is depicted in Figure 1.

Figure 1 – TPB Planning Area



The TPB, serving as the MPO for the metropolitan Washington area, shall be responsible for the development of policies of regional significance (having "significant" interjurisdictional effects in terms of financing, transportation service, location, staging, and/or socio-economic, land use, or environmental impacts), and necessary procedures for the effective implementation of a metropolitan transportation planning process. The TPB's functions include, but are not limited to, organization and management direction of the planning process, actions related to securing of Federal aid funding for the metropolitan planning process and matching funding by the signatories of the Master Funding Agreement of record, and associated administrative and management responsibilities including the publication of progress reports describing the time, cost, and technical detail of the planning program, and distribution of summaries of the TPB's proceedings.

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## II. RELATIONSHIP WITH THE METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS

The Metropolitan Washington Council of Governments (COG) entered into a contract<sup>1</sup> to have COG serve as the administrative and fiscal agent of the TPB. Thus, the TPB is staffed by COG's Department of Transportation Planning. In July 1966, the TPB and the COG jointly adopted a plan<sup>2</sup> for associating the two organizations, under which the TPB may also serve as the transportation policy committee of COG. The purpose of the plan is to improve coordination between the TPB's transportation planning process and COG's comprehensive regional planning process, and to achieve economies and efficiencies through joint staffing and administration of these two activities. Under this arrangement, COG serves as the administrative and fiscal agent for the TPB and the TPB uses COG's forecasts of land use, population, and employment as the basis for developing transportation plans and programs consistent with the area's growth policies. This association does not in any way impinge upon the basic responsibilities of the TPB as the designated MPO for transportation planning in the Washington Metropolitan Area.

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## III. MEMBERSHIP AND TERMS

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Further, consistent with regulations to consider the equitable and proportional representation of the population of the metropolitan planning area, the number of members from a jurisdiction is related to the population within the jurisdiction. Table 1 lists the jurisdictions and agencies, or entities represented on the TPB.

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	Loudoun County
	Prince William County
<b>MARYLAND</b>	City of Alexandria
Charles County	City of Fairfax
Frederick County	City of Falls Church
Montgomery County	City of Manassas
City of Bowie	City of Manassas Park
City of College Park	Virginia General Assembly
City of Frederick	Virginia Secretary of Transportation
City of Gaithersburg	
City of Greenbelt	
City of Laurel	<b>EX OFFICIO MEMBERS</b>
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Washington Metropolitan Area Transit Authority	Metropolitan Washington Airports Authority

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  - A. The County Executive or his designated representative, if the form of government includes an elected County Executive, or;
  - B. One (1) additional elected member of the local governing body, if the form of government does not include an elected County Executive.
3. Four (4) members from the Government of the District of Columbia, two (2) of whom shall be members of the Council, and two (2) from the executive branch. One (1) of the executive branch members shall be from the District DOT.
4. One (1) member from each of the DOT of Maryland and Virginia, and one (1) member representing the Washington Metropolitan Area Transit Authority (WMATA).
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Council of the District of Columbia, respectively. Alternates for these members shall also be members of the General Assemblies or the Council of the District of Columbia, respectively.

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Members will be expected to participate in the in-person meetings in person, unless exempted as per the provisions below.

- 2. Virtual participation in an in-person meeting: When an in-person meeting is scheduled, a member may attend the meeting virtually (through electronic communication means) from a remote location, on no more than two (2) occasions in a year. The member wishing to participate virtually, shall give at least three (3) days' notice to the Director or designated staff by either email or telephone. The Chair shall announce the names of the members participating virtually at the beginning of the meeting.

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Electronic participation is contingent upon the ability of COG staff to make the necessary arrangements for the audio and or visual communications between the TPB meeting locations and the remote location of the member participating virtually.

3. Virtual meetings due to an emergency: In the event of a state, local or federal order or pronouncement of emergency conditions that affect public safety or health, meetings may be held by telephone conference call, videoconference, or online video/telephone call combination ("virtual meetings"), at the direction of the Chair or a Vice Chair, if the Chair is not available, after consulting with the other Vice Chairs, if possible, and the COG Director of Transportation Planning. If possible, three (3) days' notice shall be given to the members by either email or telephone, which notice shall include the specific steps necessary to access the meeting. Such direction shall only be given upon a determination that a face-to-face meeting is precluded by a state, local or federal order or pronouncement of emergency conditions affecting public safety or public health.

4. Virtual meetings not due to an emergency: The Chair may propose and or upon request by and discussion among members schedule a limited number of all virtual meetings in a year, when there is no state, local or federal order or pronouncement of emergency conditions that affect public safety or health. Such virtual meeting(s) would, among other things, advance travel demand management strategy of reducing travel to support regional goals including reducing congestion, and reducing use of fossil fuel and improving air quality. Notice of such an all virtual meeting will be provided no less than ten (10) days in advance of the scheduled meeting. Such virtual meetings will be limited to no more than three (3) meetings in a year.

5. The Chair may determine that no electronic attendance is permitted at certain meetings of the TPB.

6. The following procedures shall apply when a member is attending electronically:

- a. The member shall verbally identify at the beginning of the meeting that the member is present electronically; and announce, verbally or electronically, if the member is departing from the meeting, unless the meeting has adjourned;
- b. The member shall, verbally or electronically, ask for recognition from the Chair if the member desires to speak;
- c. The member attending electronically shall indicate his/her vote verbally when requested by the Chair or staff;
- d. The member attending electronically shall not have a right to attend any executive session or closed meeting during the meeting but may be included if arrangements can be readily made and the confidentiality of the meeting ensured;
- e. All other Bylaw provisions apply.

## V. OFFICERS

Officers of the TPB shall consist of a Chair and two Vice Chairs who are voting members. Terms of office shall be for one year, from January 1 to December 31. Election of officers shall take place at a regular meeting no later than December of the year. Neither the Vice Chairs nor Chair shall be a

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<#>The member attending electronically shall verbally ask for recognition from the Chairperson if the member desires to speak;¶

<#>Votes taken during any meeting, when a member is attending electronically, shall be recorded by name in roll-call fashion and included in the minutes. The member attending electronically shall indicate his/her vote verbally when requested by the Chairperson:¶

<#>All other Bylaw provisions apply.¶

<#>The Chairperson may determine that no electronic attendance is permitted at certain meetings of the TPB, or limit the number of electronic attendees to no more than four¶

<#>(4) based on a first notification basis. The Chairperson has the discretion to waive the three (3) days advance notice.¶

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representative of the same State or agency. If a vacancy occurs in the office of any of the officers, their successor shall be elected from the same State to complete the unexpired term, such election to be held at any regular meeting of the TPB.

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## DUTIES OF OFFICERS

The Chair of the TPB shall preside at all meetings and appoint all committees, and shall perform such other duties as the TPB may, from time to time, order.

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Vice Chairs shall assist the Chair and either Vice Chair shall preside at meetings in the absence of the Chair, and either Vice Chair shall act in the absence of the Chair.

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The TPB staff shall be Secretary of the TPB. The staff shall be the custodian of all records of the TPB and shall keep an action summary of the meetings of the TPB. Minutes of the TPB shall be disseminated to members of the TPB and their alternates as well as to non-member jurisdictions in the region. The staff shall, on behalf of the TPB, certify, when required, copies of records, and shall perform such other duties as may be directed by the TPB. The staff shall also maintain the official copy of the Bylaws of the TPB, and shall enter upon such official copy all duly adopted modifications and amendments.

## VI. QUORUM, VOTING PROCEDURES, AND RULES

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- a. Ten (10) voting members or their alternates, to include at least one (1) voting member or alternate representing the District of Columbia, Maryland, and Virginia, shall constitute a quorum of the TPB. Member presence at the meeting includes virtual and in person.
- b. Each representative from the State Departments of Transportation (including the District of Columbia), the WMATA, the General Assemblies of Maryland and Virginia and the Council of the District of Columbia appointed under Section III.d., and the participating local governments shall be entitled to cast one (1) vote, except on any matter for which the alternate voting procedure provided for under Section VI.d. is invoked, in which case only the votes of the representatives designated under Section VI.d. shall be counted.
- c. Except for amendments to the Bylaws, which require a majority vote of all the voting members of the TPB, whether taken on a regular or proportional voting basis, all actions, including all actions decided on the basis of the alternate voting procedure provided for in Section VI.d., shall be by a majority vote of those present and voting, provided that the extent of financial participation by any jurisdiction, agency or public body shall be determined only with the concurrence of that jurisdiction, agency, or public body.
- d. Any voting member may require that the vote on any matter brought before the TPB be decided on a proportional voting basis provided for in this Section VI.d. A proportional vote may be called for either instead of voting on a regular basis as provided in Section VI.b. or subsequent to a vote taken in accordance with Section VI.b., provided, however, that such a subsequent vote shall be at the same meeting. For this purpose, five (5) votes each shall be assigned to Maryland, Virginia and the District of Columbia; such votes shall be distributed by first assigning one (1) vote each to the Maryland DOT, the Virginia DOT and the District of Columbia DOT. The remaining four (4) votes each allocated to Maryland, Virginia and the District shall be apportioned as follows:

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- i. Three (3) votes shall be allocated to the participating local governments in each of the Maryland and Virginia portions of the Metropolitan Area as follows: each participating local government from Maryland and Virginia shall have one (1) share for each 50,000 population and the next major succeeding portion thereof, except that each jurisdiction having a population of less than 50,000 shall have one (1) share. Populations assigned to the participating local governments shall be the most recent population estimates approved by COG. The total weighed vote cast by the participating local governments in each of the Maryland and Virginia portions of the Metropolitan Area shall be tabulated by determining the percentage of ~~the four (4)~~ total shares of those present and voting cast in each of the Maryland and Virginia portions for and against the question and multiplying the resultant percentage by three. Those jurisdictions, which have a population of over 400,000, shall have their weighted vote based on population divided equally between the legislative and executive branch representatives or designated alternates present and voting. If only one representative is present, that jurisdiction's representative will be given the full weighted vote to which that jurisdiction is otherwise entitled.
  - ii. Each member from the House and Senate of the Maryland and Virginia General Assemblies present and voting shall be allocated one-half (0.5) of a weighted vote.
  - iii. Each member from the District of Columbia present and voting, or his alternate in his absence, shall be allocated one (1) of the four (4) remaining ~~District~~ votes.
- e. If the total weighted vote of those present and voting within any one of the Maryland, Virginia, or District of Columbia portions of the Metropolitan Area is less than five (5), the weighted vote for each of the representatives present and voting for that portion of the Metropolitan Area shall be increased proportionally to insure a total of five (5) votes. The final vote on the question shall then be determined by adding the total votes cast in each of the Maryland, Virginia and District of Columbia portions of the Metropolitan Area together to arrive at the votes for or against the question. The question shall carry if it receives a majority of the proportional votes cast in accordance with the above procedure.
- f. Meetings shall be conducted in accordance with the most recent version of Robert's Rules of Order.

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## VII. COMMITTEES

### a. Steering Committee

There shall be a Steering Committee to facilitate work program planning and management of the transportation planning process. The Committee's responsibilities include:

1. Working with the staff in developing the annual transportation planning work;
2. Programing and budgeting for consideration by the TPB;
3. Reviewing monthly recommendations from the staff and Technical Committee on technical procedures, work program progress and the overall technical conduct of the planning process;
4. Working with the TPB Chair and the staff in developing recommendations for the TPB on revisions to the adopted regional transportation plan and transportation improvement program, and on major transportation planning policies;
5. Review and adopt criteria, developed by the state DOTs in consultation with the representatives of the FHWA and FTA, for grouping by function, geographic area, and work

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type those non-regionally significant projects that are not of appropriate scale for individual identification in the Transportation Improvement Program (TIP).

6. Providing a mechanism to assist the TPB Chair in preparing for meetings and working with other COG Policy Committees.

7. Acting on behalf of the TPB on proposed amendments to the Unified Planning Work Program (UPWP) or to the annual element of the TIP and advise the TPB of such action. Notice of proposed amendments to the UPWP or the TIP shall be given to the full TPB at least five (5) days prior to action by the Steering Committee.

If a voting member objects in writing to action by the Steering Committee, the proposed amendment shall be considered by the full TPB. The member objecting to the amendment shall have the option to have the Chair call a special meeting of the TPB to consider the amendment or agree to hold the amendment over to the next regular TPB meeting. Notwithstanding the above, the Committee shall have the full authority to approve non-regionally significant items, and advise the TPB of its action.

The Steering Committee shall be composed of ten (10) members of the TPB as follows: the TPB Chair and immediate past Chair, one (1) local government representative of the District of Columbia, one (1) elected local government representative of Maryland, one (1) elected local government representative of Virginia, one (1) representative each of the State DOT one (1) representative of WMATA, and the Chair of the Technical Committee. The Steering Committee shall be chaired by the current TPB Chair and shall meet in-person or virtually, on a regular basis or as determined by the Chair.

b. Technical Committee

There shall be a Technical Committee to advise and assist the TPB in the technical actions of the planning process, to review the cost and content of the work program, to review methodology and procedures, and to review plans and programs. Members of the Committee shall be appointed by the TPB from persons nominated by the various jurisdictions, public agencies, and private organizations in the region having cognizance over transportation matters or an interest or special competence in the field of transportation. The Technical Committee shall make recommendations to the TPB concerning data collection procedures to ensure coordination of procedures and standards between city, county, State and local planning agencies and the metropolitan transportation planning process, and shall consider and make recommendations concerning any other matters referred to it by the TPB. The Technical Committee shall elect such officers as may be appropriate. The Committee shall meet once each month or on an as-needed basis as determined by the Technical Committee Chair.

c. Advisory Committees and Task Forces

The development, maintenance and updating of the Metropolitan Area's transportation plans and programs require an assessment of contemporary viewpoints on critical issues, needs, values and priorities. To assist the TPB in ascertaining such views, the TPB may establish special Advisory Committees and Task Forces for such purpose.

Such Advisory Committees and Task Forces shall be established by resolution of the TPB, and such resolution shall include a mission statement. The Chair of the TPB shall appoint the members of the Advisory Committees and Task Forces from a broad cross-section of elected and appointed officials, and civic, business, environmental and other relevant community interests in the region. Appointments shall be subject to the review and approval of the TPB.

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## VIII. STAFF

The COG Director of Transportation Planning and his designees shall serve as staff to the TPB in the conduct of the transportation planning process.

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## IX. PUBLIC PARTICIPATION

The TPB will develop a Public Participation Plan outlining the process and adhere to the Plan in engaging the public in its metropolitan planning activities. In order to foster greater participation by community, transportation, environmental, and other advocacy groups in the transportation planning process, the TPB will set aside a period of time at each of its regularly scheduled meetings to receive input from representatives of recognized regional groups. At the discretion of the TPB Chair, individuals may also be recognized and given the opportunity to speak within the allotted public comment period.

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The TPB will maintain a list of recognized regional citizen, transportation, environmental, and other interested advocacy groups. Groups not on the established list may request that the TPB add them to the list.

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Individuals or representatives of such groups desiring to speak before the TPB are requested to notify the Director that they wish to appear before TPB. Such representatives should speak on topics of current interest to the TPB. Presentations to the TPB shall be limited to up to three (3) minutes. A written copy of the remarks and any additional information should be provided when members of the public appear before the TPB.

In the event that a meeting is held virtually, pursuant to Section IV, and or if the number of people present at the meeting location has to be limited due to safety and or public health concerns, the Director shall make reasonable efforts to inform the public that the TPB will receive public input virtually (in writing, by phone, or email), and shall provide notice on the website.

Special meetings of the TPB may be scheduled to hear individual and special interest group input on topics of special interest as decided by the TPB, and community members may be invited to participate in Advisory Groups and Task Forces established under Section VII.c.

## X. AMENDMENTS OF BYLAWS

These Bylaws may be amended pursuant to the following procedures:

- a. With the approval of the majority of those voting members of the TPB present (physically or electronically) and voting, a proposal to amend the Bylaws introduced at any regular meeting of the TPB, shall be recorded in the minutes, and
- b. A special written notice setting forth such proposal shall be mailed or emailed to every member of the TPB at least ten (10) days before the next regular meeting.

The amendment shall be acted upon at the regular meeting next following the meeting at which it was proposed. A majority vote of the voting members of the TPB shall be required for adoption.