
**TRANSPORTATION PLANNING BOARD
MEETING MINUTES**

May 16, 2018

MEMBERS AND ALTERNATES PRESENT

Charles Allen, DC Council
Paolo Belita, Prince William County
Ron Burns, Frederick County
Colin Byrd, City of Greenbelt
Allison Davis, WMATA
Christian Dorsey, Arlington County
Dennis Enslinger, City of Gaithersburg
Gary Erenrich, Montgomery County
Charles C. Glass, MDOT
Rene'e Hamilton, VDOT
Cathy Hudgins, Fairfax County Board of Supervisors
Kacy Kostiuk, City of Takoma Park
Carol Krimm, Maryland House of Delegates
Andrea Lasker, Prince George's County
R. Earl Lewis, Jr., Montgomery County
Tim Lovain, City of Alexandria
David Meyer, City of Fairfax
John D. Jenkins, Prince William County
Bridget Donnell Newton, City of Rockville
Martin Nohe, Prince William County
Mark Rawlings, DDOT
Jeanette Rishell, City of Manassas Park
Kelly Russell, City of Frederick
Linda Smyth, Fairfax County Board of Supervisors
Dave Snyder, City of Falls Church
Brandon Todd, DC Council
Sam Zimbabwe, DDOT

MWCOG STAFF AND OTHERS PRESENT

Lyn Erickson
Andrew Meese
Nicholas Ramfos
Tim Canan
John Swanson
Eric Randall
Andrew Austin
Kenneth Joh
Mark Moran
Michael Farrell
Douglas Franklin
Matthew Gaskin
Abigail Zenner
Arianna Koudounas
Brandon Brown
Dan Sheehan

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| Debbie Leigh | |
| Deborah Etheridge | |
| Wendy Klancher | |
| Paul DesJardin | COG/DCPS |
| Bill Orleans | |
| Kari Snyder | MDOT |
| Nydia Blake | Prince William County |
| Mike Lake | Fairfax County DOT |
| Norman Whitaker | VDOT |
| Malcolm Watson | FC DOT |
| Clinton Edwards | DRPT |
| Ciara Williams | DRPT |
| Robert Whitfield | FCTA |
| Norman Whitaker | VDOT |
| Regina Moore | VDOT |
| Katherine Jentoft-Herr | CSG |
| Stewart Schwartz | CSG |
| Katie Harris | Washington Area Bicyclist Assoc. & Capital Trails Coalition |
| Ramiro Rios | City of Alexandria |
| Katherine Kortum | TPB Citizens Advisory Committee |
| Chris Laskowski | Office of CM Allen, DC Council |

1. PUBLIC COMMENT ON TPB PROCEDURES AND ACTIVITIES

Ms. Harris from the Washington Area Bicyclists Association and the Capital Trails Coalition expressed support for Item 7 and Item 10 on the TPB agenda. She said that the Capital Trails Coalition is a collaboration between public and private organizations that are working to advance the completion of an interconnected network of multi-use trails throughout the Washington area. She said that the National Capital Trail is an important part of a larger regional network.

Mr. Schwartz from the Coalition for Smarter Growth congratulated local jurisdictions on working together to fund Metro and get the capacity constraint removed from the TPB’s model. He said that hopefully the removal of the constraint will result in higher ridership in modeling and reduce emissions. He said that this should not be used as an excuse to build more roads projects. He cautioned against relying on fuel standards for reducing emissions, and that quicker actions on the priorities outlined in Visualize 2045 would help reduce emissions. He said that the constrained element of Visualize 2045 should include priorities.

2. APPROVAL OF MINUTES OF THE APRIL 18, 2018 MEETING

Ms. Kortum asked that her name be added to the attendance for the April 18 TPB meeting.

A motion was to amend and approve the minutes. The motion was approved. There were two abstentions.

3. REPORT OF THE TECHNICAL COMMITTEE

Mr. Brown said that the Technical Committee met on May 4. At the meeting the committee was briefed on policies and initiatives related to electric vehicles, and a presentation from the City of Frederick on their recently adopted implementation plan for electric vehicle charging stations. He said that staff from Fairfax County briefed the committee on the Embark Richmond Highway, which is an initiative to provide multimodal transportation solutions. He said that WMATA presented on their capital needs early warning system. Called CNEWS, the system is a web-based tool that supports pro-active planning, using data

from every jurisdiction for every project in development pipelines within a half-mile of all Metrorail stations.

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

Ms. Kortum said that the CAC met on May 10. At the meeting the committee was briefed on the TLC program. She said that the committee strongly supports the selected projects. She said that the remainder of the meeting the committee participated in a Visualize 2045 forum held specifically for CAC members. She said that highlights from the discussion can be found in the CAC report. She said that select themes from the discussion cover the seven initiatives and include: concern about affordability of housing and transportation in the region; a desire for more remote work facilities; and strong support for reducing parking to promote telecommuting and transit use.

Ms. Kostiuik said that the AFA met on May 10 and also participated in a Visualize 2045 forum. She said that committee discussion is summarized in the report. She summarized some key points from the meeting. She said that the AFA is concerned about the lack of affordable and accessible housing, and that further concentration of development could exacerbate the issue. The committee expressed a need for feeder transit services, so that the first and last mile is accessible. The committee feels it is important to debunk the myth that buses are only for low-income users. There was also a concern about the cost of transit trips. She said that while the committee supports bicycling, there is a concern that sidewalks are not always accessible and that some bicycle uses could limit accessibility. There was a hope that technology-based services could address mobility issues, but also a concern that it could potentially leave some people behind.

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

Ms. Erickson said that the Steering Committee met on May 4 and reviewed and approved requests to amend the TIP from each of the state DOTs. First was a request from the District Department of Transportation to add about \$60 million in federal and local funds to a program to upgrade the street lighting throughout the district to use ELD lamps. Details about this TIP amendment can be found on pages 5 to 8 in the report. The Maryland Department of Transportation requested an amendment to update the funding for the Bennett Creek Bridge replacement project. The net funding changed to about \$9.2 million. The Virginia Department of Transportation requested an addition of about \$80 million in federal, state, and NVTA funds for five projects that were previously included in the CLRP and TIP, plus one new study. Details can be found on pages 9 through 16. The new study is for a potential change in timing and scope of the planned extensions of the I-495 express lanes to match those proposed by Maryland. Details can be found on pages 17 through 28.

Ms. Erickson said that the section on announcements and updates included a press release, on page 37, outlining the selection of Dr. Mayer to serve as the chief executive officer of the Metrorail Safety Commission. She said that page 39 is a memo about a regional forum for elected officials in Northern Virginia hosted by the NVTA in April. At the meeting transportation agencies provided an overview of how they related to and coordinate with each other. She said that Mr. Srikanth represented the TPB at the meeting. She said that handouts from the agencies can be found on pages 40 to 58. She said that the TPB's bicycle and pedestrian subcommittee is hosting a professional development workshop on the emerging topic of dockless bike-sharing. She said that this practitioner-only workshop is scheduled for the last day of May.

Ms. Erickson reminded the board that Friday, May 18 is Bike to Work Day.

6. CHAIRMAN'S REMARKS

Chair Allen said that his staff is eager for Bike to Work Day. He said that the DC Council voted on the FY 19 budget for the District of Columbia. He said that the vote continued the District's commitment to

Metro. He said that efforts from legislators in Maryland, Virginia, and the District reflect a historic step forward. He said that the DC Council is also funding some additional studies and work on a Bus Rapid Transit line along New York Avenue and some other corridors.

ACTION ITEMS

7. APPROVAL OF TECHNICAL ASSISTANCE RECIPIENTS UNDER THE FY 2019 TRANSPORTATION LAND-USE CONNECTIONS (TLC) PROGRAM

Mr. Swanson said that the TLC program is more than 10 years old. He said that Ms. Koster chaired the selection panel and has supported the program for years. He said that other board members and staff have also played a prominent role in the success of the program. He said that the program started in 2007 and that 108 projects have been funded to date.

Mr. Swanson said that the TLC program provides the TPB a chance to fund small improvements and to make small impacts that go a long way in helping to make the transportation/land-use connection at the local level. He said the program funds projects that are embodied in the TPB endorsed initiatives, and include activities needed to make activity centers work, like providing proximity to transit and making sure that disadvantaged communities have access to transportation facilities.

Mr. Swanson said that the TLC budget is approximately \$500,000, which is used to cover projects, staffing, and project selection for the Transportation Alternatives Set-Aside Program. He said that TLC applications are jointly considered with the Urban Land Institute's Technical Assistance Panel program.

Mr. Swanson said that the solicitation was open from February 1 until April 2. He said that 20 applications were received. He said that representatives from stakeholders, as well as national and local organizations sat on the selection panel. He said that the panel uses selection criteria consisting of regional priorities to select projects. He said that the criteria include: whether projects promote transportation options, whether they serve activity centers or equity emphasis areas, whether they provide increased access to transit, whether they provide safe routes to schools, and whether they serve people with disabilities.

Mr. Swanson said that nine TLC projects were selected for board approval. He said that details from the projects can be found in his memo. He summarized the selected projects. In the District of Columbia, the Barry Farms Metro Access Feasibility Analysis is going to look at the connection across the Suitland Parkway between the Barry Farm project and the Anacostia Metro station. In Montgomery County there will be a site-level person trip generation data collection project. He said the project is intended to capture multimodal trip behavior. He said that Montgomery County also has a short-range transit plan project as part of the Greater Seneca Science Corridor Master Plan. He said that in Prince George's County there is a Cheverly Metro Non-Motorized Access study. Also, in Prince George's County is the Eastover and Forest Heights Trail improvement project, which is a key part of the National Capital Trail. The third Prince George's County project is a parking study to develop an inventory of existing supply and peak demand of parking near the Purple Line. He said that Arlington has a Zone-Based Demand-Response Circulator Parameters project which will establish standards for when and how flex services can be established. In Fairfax County there is the Laurel Hill-Lorton VRE Connector trail which would provide connections between communities on the west side of I-95 with the Lorton VRE station and neighboring communities on the east side of the highway. Finally, he said that Prince William County will receive a project to support their efforts to build and promote mixed-use, multimodal centers. The project will develop draft regulations for these kinds of new mixed-use zoning districts.

Mr. Swanson said that the next step is to move forward with consultant procurement through May and June and sign the contract by the end of the summer. Projects are slated to get started in the fall and be finished by June 2019.

Mr. Dorsey said he appreciates the selection of the Arlington project.

Mr. Zimbabwe asked if it is possible for unsuccessful applicants to get debriefed on proposals so that they can be improved for future TLC rounds.

Mr. Swanson said that calls are currently being scheduled with unsuccessful applicants.

Mr. Erenrich said that one advantage of the TLC program is that money does not have to be appropriated by local jurisdictions and that all contractual arrangements are made by TPB staff. He said that this allows for a quick turnaround.

Mr. Swanson added that funding for the TLC program comes from different sources, included the TPB's work program. He said that Maryland has made an additional \$160,000 available for projects in the state. He said that for the first time an additional \$80,000 was provided by Virginia for projects in the state.

Ms. Hudgins said that the Laurel Hill project is needed. She made a motion to approve TLC technical assistance recipients under the FY 2019 TLC Program.

The motion was seconded by Mr. Nohe and approved.

8. APPROVAL OF VISUALIZE 2045 AIR QUALITY CONFORMITY SCOPE OF WORK AMENDMENT

Ms. Posey said that there have been two developments since the board approved the scope of work in January. She said that a few weeks ago the EPA assigned designations for different non-attainment areas. She said the National Capital Region was designated as a marginal non-attainment, which is the lowest category of non-attainment area. She said that as a result, the region needs to reach attainment of that standard by 2021. Along with that the TPB needs to run a conformity analysis within a year of receiving this new designation. She said that the conformity analysis being conducted for Visualize 2045 will count for that requirement. She said that an additional analysis will need to be conducted for the year 2021, so the board is being asked to amend the scope of work to include this additional analysis. The second development is the change to WAMTA funding. She said that the three states have agreed to jointly fund \$500 million a year for Metro to assure a state of good repair and go towards projects like infrastructure and eight-car trains. She said that because of this, the transit constraint can be removed from the model. She said this means that the analysis can remove the 2020 attainment year and change 2015 to 2021. She said that more detail can be found in her memo.

Mr. Snyder asked if changes to fuel standards have been accounted for in the model.

Ms. Posey said that changes associated with recently announced changes to the CAFE standards are not included in the analysis. She said that MPOs are required to use the EPA's MOVES model to conduct the conformity analysis. She said that this model is always a little behind where things are. She said that the current model in use is from 2014 and the next model is expected in 2019, which will reflect any legislation that has occurred by that point including the changes to the CAFE standards. She also noted that these changes are not expected to have as significant an impact on ozone precursors as they will on greenhouse gases, which are not part of the regional air quality conformity analysis.

Mr. Snyder said that COG has other bodies that deal with greenhouse gases.

Chair Allen made a motion to approve changes to the Visualize 2045 Air Quality Conformity Scope of Work. The motion was seconded and approved.

INFORMATION ITEMS

9. PERFORMANCE BASED PLANNING AND PROGRAMMING – DRAFT REGIONAL TARGETS FOR CMAQ TRAFFIC CONGESTION AND EMISSIONS REDUCTION MEASURES

Mr. Randall said that there are five areas of performance-based planning and programming required by

MAP-21 and the FAST Acts. He said that the board has previously been briefed on transit assets and highway safety targets. He said that this presentation covers one half of what is in the system performance rules, and next month the board will be asked to approve this half. In June the board will be briefed on the second half of system performance rules as well as highway assets, and pavement and bridge condition. The board will be asked to approve these in July.

Mr. Randall said that today he is covering three performance measures related to the CMAQ program. He said that while these performance measures are related to CMAQ they do not affect or determine funding in any way. He said that TPB staff have worked very closely with DOT colleagues at MDOT, DDOT, and VDOT on these measures. He said that the targets are approved on the state level and are then incorporated into the targets for the metropolitan area. He said that there are two targets or performance measures for traffic congestion—one is about the hours of delay that people experience in traffic, and the other is the percent of non-single-occupancy vehicle traffic on the National Highway System. He said that the third performance measure is about emissions reductions coming from CMAQ funded projects. He referred to a handout titled “Item 9 presentation updated” which includes updated data for the hours of delay. He said that the measure for peak hours of excessive delay (PHED) needs to establish a four-year target for the years 2018, 2019, 2020, and 2021. He said the target is 26.5 hours. For mode share he said that there is a two-year and a four-year target. He said his data for that is in the presentation. He said that the final measure is total emissions reductions per day from applicable pollutants or precursors pollutants for this region, specifically for the ozone non-attainment area. He said that two-year and four-year targets are set for these two pollutants. He referred to footnote 2, saying that the information presented is from the DOTs.

Mr. Randall said that PHED is a per capita measure that takes into account the urbanized population. He said that the Federal Highway Administration (FHWA) defines excessive delay as when travel speed is less than 20 miles per hour or less than 60 percent of the posted speed limit. He said that the data is collected by a company called INRIX which has a contract with the federal government to get travel information from smart phones and compiles into the National Performance Management Research Data Set. He said that PHED has increased from 18.5 hours delay per person in 2014 to 23 hours per person in 2017. He said that the forecast shows that by 2021 it will be 26.5 hours of delay per person.

Mr. Randall said that data for the travel mode share comes from the U.S. Census Bureau American Community Survey, which collects data including how people commute to work in the urbanized area. He said the options are: drive alone, carpool, vanpool, transit, walking, biking, or teleworking. He said that as the region grows the percentage for each mode is likely to stay the same over time even as the region adds more jobs and residents.

Mr. Randall said that the third measure looks at projects funded by CMAQ and the emissions reductions benefits of those projects. He said that in this region CMAQ funding is very small – 0.5 to 0.7 percent of all funding, which is about \$20 million a year depending on how the states are programming the funds in a given year. He referred to his presentation which showed emissions reductions that were calculated from CMAQ projects in the region for 2014, 2015, 2016, and 2017. He said they are looking at two pollutants, VOCs and nitrous oxides.

Mr. Randall said that these performance measures will be brought back before the board in June.

Chair Allen asked about the changes documented in the new Item 9 handout,

Mr. Randall said that data in the original handout reflected what was provided by the DOTs and had some gaps in it. He said that new data were made available on Monday that filled in the gaps, which was about 30 percent. He said that the new handout reflects targets calculated with the new data.

Ms. Smyth asked about how representative the data is because many of the roads in the region are not designated as part of the National Highway System. She noted how there are roadways in the region that carry as much if not more traffic than some of the NHS roadways.

Mr. Randall acknowledged this fact and said that the performance measures are designed by the federal agencies at the national level and as such, only look at congestion on the National Highway System as defined by the FHWA.

Mr. Zimbabwe asked about how transit ridership is accounted for, considering that many transit commuters in the region are not on the NHS roadways.

Mr. Randall said that the data comes from the American Community Survey. He said it is a rolling representative sample and its relationship to NHS is not well known. He said that the targets need to be approved by every state DOT or MPO that touches the urbanized area. He said that includes the TPB, the Baltimore MPO, and the Fredericksburg MPO, in addition to DDOT, VDOT, and MDOT. He said that all six have adopted this set of targets.

Mr. Snyder if the congestion data differentiate between recurring and nonrecurring congestion. He noted that there are often different policy responses available to address these two types of congestion.

Mr. Randall said that the data do not take into account recurring and nonrecurring factors. He said the analysis is based on actual observed data collected via smartphones and as such, the data reflects both types of congestion. He said that PBPP attempts to quantify the measure for a region. How recurring and nonrecurring congestion will be addressed will be up to each region to address through their processes.

Mr. Lewis of MDOT said that the innovative congestion management project on I-270 is meant to prevent nonrecurring accidents.

Ms. Hamilton said that page 17 should be corrected so that it reads Northern Virginia Transportation Authority and not Northern Virginia Transportation Alliance.

Mr. Randall said that change has been made in the working version.

10. VISUALIZE 2045: BICYCLE AND PEDESTRIAN ELEMENT

Mr. Farrell said that TPB bicycle and pedestrian planning can be found both in the constrained and unconstrained elements of Visualize 2045. He said that within the financially constrained element there are numerous bicycle and pedestrian projects, many of which are part of larger infrastructure projects. He added that there is also a regional bicycle and pedestrian plan. He said that his memo includes more detail on bicycle and pedestrian planning in the region. He said that the TPB has adopted a Complete Streets policy and that the subcommittee coordinates and shares information with local bike and pedestrian planners. TPB staff participate in other planning efforts, like the Maryland bicycle and pedestrian master plan and the Capital Trails Coalition. Additionally, Commuter Connections supports biking through Bike to Work Day. There is also the Street Smart pedestrian and bicycle safety campaign.

Mr. Farrell said that two of the seven endorsed initiatives in the unconstrained element deal with walking and biking. He said that the goal of the improving walking and biking access to transit is to effectively increase the walk and bike sheds for transit stations throughout the region. He said that the National Capital Trail has its origins at the TPB, where a working group set the basic route that was later adopted by the National Park Service. He said that most of the trail is already built, but that there are significant gaps and places where existing trails are not accessible because of highways and rivers.

Mr. Farrell said that the Bicycle and Pedestrian Plan for the National Capital Region was adopted in 2015. He said that the plan includes funded and unfunded projects. He said it also identifies recommended practices and incorporates goals and performance measures from the TPB Vision and Region Forward. It also identifies trends in policy, mode share, and safety.

Chair Allen said that completing the National Capital Trail does not feel very aspirational if it is already mostly built.

Mr. Farrell said that though the trail is mostly built there are still significant sections that are not built, and that many of the needed projects are significant and expensive. He added that he was been working

with the Capital Trails Coalition on a truly regional network.

Chair Allen said that the initiative could be a little more aggressive to make it truly aspirational.

Ms. Newton reminded the board the goal from last year's TPB Long-Range Plan Task Force was to think out of the box. She said she does not know why Frederick and Rockville would not be included in a regional bicycle network.

Mr. Enslinger said that the region is close to completing the vision for the National Capital Trail and he encouraged COG staff to take the lead with the other communities in the surrounding outer areas to take an initiative to create a new vision to connect the National Capital Trail to vision for a regional trail network.

Mr. Allen said that he agrees with the idea of not just working to complete the National Capital Trail but importantly to elevate this in a stronger way. He noted that he has asked staff to give it some thought, and he hoped to get a report back on that.

Mr. Meyer from the City of Fairfax said that he concurs with the previous comments and noted that his city will be spending \$20 million over four years on the city's local trail program.

11. COG TITLE VI PROGRAM TO ENSURE NON-DISCRIMINATION IN COG AND TPB PROGRAMS AND ACTIVITIES

Ms. Klancher provided a presentation on ways to use the policies and procedures of COG's Title VI program to make sure that the TPB has an inclusive planning process and is reaching out proactively. She said that Title VI is a section of the Civil Rights Act that says that if any program or activity receives federal funding, no person should be denied the benefits of or discriminated against based on race or national origin. She said that the Federal Transit Administration requires a Title VI program. She said that the COG board adopted the latest program in May. She said it must be submitted to the FTA every three years because the TPB is a recipient of the Enhanced Mobility Grant Program. She referred to her presentation and said that it includes more information on the specific requirements and elements.

Ms. Klancher said that COG has both a Title VI plan and program. She said the plan is public-facing and that the program covers things like the environmental justice analysis and public involvement. She said that the TPB does encourage participation and outreach, and it also monitors how sub-recipients that get the enhanced mobility grants, and a series of demographic maps and analysis about public transit investment. She read the Title VI notice which is posted at the back of the board room.

Ms. Klancher said that part of the program is the language assistance plan which describes how the TPB can accommodate people with limited English skills. She said that the TPB uses Census data to look at the languages other than English most commonly spoken in the region. She said that Spanish is the biggest at 13 percent. She said that regionally the other languages are all under 5 percent. She said that staff needs to make meeting agenda and other documents available. She said that accommodations are available for sign language and translation upon request. She said that an additional accommodations policy says that the TPB will provide for both limited English speakers and people with disabilities to participate in TPB meetings and processes. She said that the policy is available in six languages and that seven days' notice is requested because it can take a while to prepare accommodations. She said that the TPB conducts outreach to make sure all populations groups are heard from and conducts analysis of equity emphasis areas.

Mr. Dorsey said that he is proud to be in a region that this is taken seriously. He asked specifically what accommodations are provided for people with visual impairments. He also asked how staff gauge whether to provide language services beyond Spanish.

Ms. Klancher said that for the AFA all materials are provided in text only, with pictures, maps, and charts described. She said that if requests are made for translation those will be made available within seven business days.

Ms. Kostiuk said it seems like there are opportunities to provide materials in different languages, but that people are not taking advantage of those opportunities. She said staff should think beyond the AFA and try to find some alternatives for reaching out and finding different methods to reach people.

Ms. Klancher said that the comment is well taken. She added that the regional travel survey will be conducted in Spanish.

12. VISUALIZE 2045: PHASE 2 PUBLIC OUTREACH

Mr. Swanson reminded the board that staff is currently conducting a series of public forums for Visualize 2045. He said that public outreach launched with phase one in 2017 with a survey that reached thousands of people. He said that the goal of phase two is to talk with hundreds of people and have a deeper conversation. He said that forums are built around focus group-style discussions with people. He said that nine sessions are being held around the region. Additionally, there were sessions with the CAC and the AFA. There will be an additional forum held online in June. He said that forums have been held in Frederick, College Park, Rockville, La Plata, the District, Arlington, and Fairfax. He thanked the board members and jurisdiction staff that attended the forums. He said that to date about 250 people have attended the sessions.

Mr. Swanson said that the initiatives are powerful because they are pragmatic and familiar. He said that a summary of the forum discussions will be shared with the board and included in the final Visualize 2045 plan. He added that there will be three open houses in September where draft contents of the plan will be shared. It will be part of the public comment period for the plan.

Chair Allen asked if there will be an online forum.

Mr. Swanson said that there will be an online forum on June 6. He added that there is also an opportunity to comment via the website.

Chair Allen asked staff to prepare a write-up and summary invitation for the June 6 event.

Mr. Zimbabwe requested a briefing summarizing discussion from the forums.

Mr. Swanson said that was possible.

OTHER ITEMS

13. ADJOURN

No other business was brought before the board. The meeting adjourned at 1:58 p.m.