

**Silver Spring
Transportation Management District
Advisory Committee
December 12, 2013**

2

Abbreviations:

CAB = Citizens Advisory Board

CBD = Central Business District

MCDOT = Montgomery County Dept. of Transportation

PLD = Parking Lot District

Item 1, 2 and 3 – Introductions/Minutes Review/Chair Comments: Members and guests introduced themselves. The October minutes were tabled until after discussion of Silver Spring Citizens Advisory Board (CAB) / TMD joint areas of concern.

Samantha Mazo expressed appreciation regarding the new Capital Bikeshare stations and riders she has seen recently in downtown Silver Spring.

Item 4 – Silver Spring CAB/TMD Project Priorities-Discussion: **Jim Bunch** said he attended a recent meeting of the Citizens Advisory Board and felt that there were some areas of potential cooperation between the CAB and the TMD Advisory Committee. Although the CAB has a larger footprint and includes areas outside the Beltway, some topics are comparable to those under consideration by the TMD. For example, the CAB has, along with the TMD, written letters regarding the opening of the transit center and the Metropolitan Branch Trail, both of which promote the Committee's transportation goals. **Mr. Bunch** said that, as the Committee works on priorities for the next fiscal year, it should give consideration to CAB objectives to find areas of agreement and synergy.

Ms. Mazo noted that although there are some areas of overlap, the CAB has a largely different mission and focus. She added that the two groups are also distinct in that the CAB is comprised solely of community members whereas the TMD has both community and business representation.

Reemberto Rodriquez commented that different groups have different purposes and did not want the Committee to get ahead of itself in viewing the list of projects (included in the meeting packet), which was not approved by the CAB but sent via email by the CAB co-chair. He said the only action taken so far by the CAB was to have a general meeting on traffic signalization, which included areas outside the TMD area. **Ms. Mazo** agreed, saying that she did not feel comfortable sharing agenda items with CAB without Committee approval or having joint meetings; however, she would be open to drafting joint letters on similar issues.

Sandra Brecher commented that all of the County's board and committee meetings were subject to the States' Open Meetings Act, and therefore open to the public.

Mr. Bunch clarified that he was not suggesting that the Committee adopt the agenda of the CAB, but look for areas of possible collaboration on overlapping issues for more effective action. He said that transportation issues are getting worse and the collaboration between the two committees may be more effective when the forces are combined.

Jim Carlson agreed with **Mr. Bunch** regarding the inclusion of the email of CAB projects, saying he saw it as a list of potential items of agreement, not a wholesale endorsement of CAB issues.

VOTE: The Committee approved October's meeting minutes.

Item 5 – Employer Traffic Mitigation Plan Annual Reports: Mr. Carlson said that the Traffic Mitigation Plan (TMP) is an opportunity to follow up with companies regarding their commuter programs. The plans have eight requirements and a list of voluntary traffic mitigation strategies that an employer can implement. Mr. Carlson said some employers provide more detail than others in filling out the online reports, but, as long as the mandatory items are addressed, the report is considered complete. He asked the Committee to recommend that the Montgomery County Department of Transportation (MCDOT) approve all TMP Annual Reports listed on the summary sheet.

Mr. Carlson said he will schedule a meeting with National Ready Mix Concrete to discuss the company's parking policy and to encourage a more aggressive traffic mitigation strategy; also need to re-supply the employee display with commuting information.

Clean Currents has filled all requirements and also has implemented a number of voluntary measures. However, the company filed its report while in a different part of the County and has just completed its move to downtown Silver Spring, so did not appear on the original online list provided to TMD members for review.

Mr. Wexler said he wanted to table Clean Currents until next meeting to allow Committee review. Mr. Carlson said he would send a separate online link for Clean Currents by the next meeting. In addition to tabling Clean Currents, Mr. Wexler asked that National Ready Mix approval be delayed until their TMP could show some improvement in meeting the requirements.

Mr. Carlson noted that Discovery's telecommuting program has risen from Level 3 to Level 4 under the Council of Governments (COG) telework guidelines. Companies must have 20 percent of their employees teleworking at least one day per week to qualify for Level 4.

Mr. Bunch commented that the online TMPs are hard to print and suggested adding bikeshare to the biking amenities. The Committee also discussed including bikesharing as a TMD strategy to include on the Annual Commuter Survey.

Mr. Carlson explained that only a few businesses are reviewed at a time because not all companies file their annual reports at the same time after being notified (typically in the Spring). However, there are also continuing challenges in getting some companies to file at all. While it is technically a misdemeanor punishable by a fine, the enforcement mechanism for late or negligent companies isn't in force at this time.

Beth Dennard clarified that companies must already be approved for a TMP before receiving a second notice to re-file; however, she can modify the online system so the companies can get later notices.

VOTE: Committee voted to recommend all plans for approval except Clean Currents and National Ready Mix Concrete.

Item 6 – FY15 Budget Priorities Request: Ms. Brecher reported that there will not be large cuts in the County's FY15 budget, perhaps 1 to 2 percent. Mr. Rodriguez added that there is also more revenue coming in. The Committee discussed key funding priorities such as:

- Funding for bikeshare, bicycle facilities and conducting studies for bikers
- BRT system
- Improving way finding signs to facilitate vehicular and pedestrian modes of traffic – dividing funding through other agencies

- Creating an online smart phone app for parking availability
- Better branding of VanGo bus service and funding for later hours to improve downtown Silver Spring night time economy – has support from businesses and the community
- What plans are in place for future new developments like the Silver Spring Library in terms of bikesharing and Purple Line accommodations?
- The importance of outreach to the coming influx of people into the Central Business District (CBD)- making Parking Lot District (PLD) funding available for garage advertising
- Ride On involvement with the new, rapidly expanding Ride Scout mobile application – Ride Scout has all transit options in one app
- Funding to open the Silver Spring Transit Center – opening delay is causing a decrease in crosswalk monitoring, creating hazardous conditions
- The importance of having **Sgt. Tom Harmon's** replacement attend Committee meetings

Item 7 – Updates:

- Signal Prioritization pilot study is done and results are being reviewed – study looks at buses using traffic signal override; a larger study is being conducted
- Bethesda Station renovation – lighting and other modifications being done and station will remain open during renovation
- Bikeshare implementation going well with 41 out of 51 stations operational:
 - Signature approval to build stations on Metro property except Silver Spring Metro due to transit center opening delay and Medical Center Metro due to an ongoing property dispute between National Institutes of Health and Metro
 - Corporate memberships available for \$50
- New bikeshare site at new Fenwick Village Apartments
- Improve company follow-up regarding promotion of transit programs
- Transit parity is not part of the Congressional budget agreement, which will provide a \$130 tax-free benefit for transit and a \$250 benefit for parking

Adjourn

Next Meeting: January 9, 2014

**Silver Spring Transportation Management District Advisory Committee Attendance Sheet
December 12 , 2013**

Voting Members (12)			
Name	Affiliation	Present	Absent
Chamber Members (3)			
Arnetta Haines	Social and Scientific Systems		X
Michael Meszaros	Digital Industry, Inc.	X	
Samantha Mazo / Co-chair	Linowes and Blocher LLP	X	
Citizens Advisory Board Members (3)			
Jim Bunch	Kemp Mill, Four Corners, East SS	X	
Phil Olivetti	North & West Sector Plan Area	X	
Andrew Wexler / Co-chair	CBD Resident	X	
Employers less than 50 employees (3)			
Vacant			
Everton Latty	iDeal Decisions, Inc.	X	
Valerie Spencer	MayaTech		X
Employers with 50 or more employees (3)			
G. Michael Price	Discovery Communications	X	
Molly King	The Blairs	X	
Vacant			
Non-Voting Members (3)			
Sandra Brecher, DOT Transit Services	DOT Director or Designee	X	
Matthew Folden	M-NCPPC	X	
Reemberto Rodriguez	Silver Spring Regional Center	X	
Vacant	Montgomery County Police		
Staff			
Nakengi Byrd	DOT, Commuter Services	X	
Jim Carlson	DOT, Commuter Services	X	
Beth Dennard	DOT, Commuter Services	X	
Guests			
Harriet Quinn	4-Corners Resident	X	