

**Minutes
Greater Shady Grove
Transportation Management District
Advisory Committee
May 4, 2016**

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**Johns Hopkins University
Montgomery County Campus
9601 Medical Center Dr., Rockville MD 20850
Gilchrist Hall / Room 134**

Attending – Membership status pending Council approval

Voting

John Brandt / Universities at Shady Grove / Large Employer (50+ emp)
Marilyn Balcombe / Gaithersburg-Germantown Chamber
Ellen Poltilove / Johns Hopkins University / Large Employer (50+ emp)
McClellan Quinn / EYA / Developer
Jordan Snow / 1788 Holdings / Developer

Non-Voting

Joseph Allen / Neighborhood Representative – Gaithersburg

Ex Officio

Sandra Brecher / Representing Montgomery County Dept. of Transportation (MCDOT) Director
Capt. Thomas Didone / Montgomery County Police
Catherine Matthews / Upcounty Regional Services Center
Rob Robinson / City of Gaithersburg Planning
Aaron Zimmerman / Maryland-National Capital Park and Planning Commission (M-NCPPC)

Staff

Nakengi Byrd / Montgomery County Commuter Services
Jim Carlson / Montgomery County Commuter Services

Guests

Melissa DiMercurio / Van Eperen & Company – TMD Outreach
Michelle Golden / Montgomery County Commuter Services
Charlie Scott / Washington Metropolitan Area Transit Authority (WMATA)
Steve Simon / Van Eperen & Company – TMD Outreach

Item 1 – Welcome and Introductions: Montgomery County Commuter Services Chief **Sandra Brecher** called the meeting to order and welcomed attendees to the first meeting the TMD Advisory Committee.

Prospective members and guests introduced themselves.

Item 2 – Metro Update: **Charlie Scott**, WMATA Sr. Government Relations Officer (MD), provided an update on repair work scheduled for the Shady Grove Metro station and rail system:

- May 16th – Full replacement of the escalator that exits the station and addition of an overhead canopy; construction estimated to last four months.
- During replacement work, customers will access the station’s west entrance via the stairs and elevator.
- The east side entrance will continue to be open during construction.
- Additional track maintenance plan will be released in a few days (“SafeTrack”), in response to the fatality at L’Enfant Plaza Metro station and to meet FTA/NTSB requirements:
 - SafeTrack will expand track maintenance window to allow for repairs – Metro currently operates 168 hours per week, leaving only 33 hours available for maintenance.
 - Disruptions are anticipated but no complete shutdown – tunnel sections will be especially impacted
 - Repairs under this accelerated repair plan are anticipated to be completed in the next 12 months.

McLean Quinn, EYA, Developer Representative, reported that his company worked with Metro and Montgomery County Dept. of Transportation (MCDOT) to provide a pedestrian crossing signal from Metro to the new Westside development.

Item 3 – Presentation: **Ms. Brecher** gave a presentation outlining MCDOT’s approach to transportation demand management (TDM) in Montgomery County:

- Provided an overview of the County’s six transportation management districts (TMDs)
- Outlined developer and employer responsibilities –
 - Developers negotiate with the County using traffic mitigation agreements (TMAgs)
 - Employers of 25 or more employees located in TMDs are required to submit traffic mitigation plans (TMPs)
 - Requirements under TMAgs and TMPs similar in most cases, but TMAgs have a somewhat larger scope
- Monitoring and measuring traffic reduction efforts
 - Non-Auto Driver Mode Share (NADMS)
- TMD funding
- Commuter Services’ mission
 - Promote all forms of transit and alternatives to single occupant vehicles (SOVs)
 - Backbone of TDM is transit

Other topics discussed:

- Current County focus in the Greater Shady Grove TMD is the unincorporated areas of the County, excluding the portions of the TMD that include the jurisdiction of Rockville and Gaithersburg. Future funding expected from those jurisdictions will ensure a wider reach into the entire TMD
- The County Council passes its annual Fees, Fines and Fares Resolution that sets TMD fees, currently set at 0.10 per square foot – applies only to new business from 2006 forward
- Data supplied by the yearly commuter survey of employment sites and other tools are used by EPA and the Metropolitan Washington Council of Governments (COG) for air quality analysis

- Montgomery County's Capital Bikeshare program was started with Federal and State grant funding

Captain Didone discussed the County's pedestrian and bike safety initiatives:

- The County's driver friendly infrastructure causes an education and safety gap – advisory committees formed to encourage pedestrian safety
- A pedestrian is struck by a vehicle at a daily rate
- Distracted walking and driving is the major cause of accidents, and pedestrians in dark clothing
- Drivers and cyclists both need to be more aware of the rules of the road
- High Incident Areas (HIAs) are zones in the County that received engineering improvements due to pedestrian safety issues
- Hot Spots are recognized as dangerous areas but have the needed engineering improvements

Item 4 – Review of Advisory Committee Binder: Ms. Brecher provided an overview of the Advisory Committee binder contents:

- County Council enabling legislation establishing the TMD, Resolution 15-1432
- Executive Regulation 3-15 establishing the Advisory Committee:
 - Meeting attendees voting status confirmation expected in May, following vetting process
- The Committee brainstormed strategies to fill vacancies
- Meeting agenda and minutes will be added to binder
- Training classes for new members to be scheduled:
 - Ethics / Maryland Open Meetings Act
 - Parliamentary Procedure (new)
- Example of a work plan

Item 5 – Marketing Outreach: Steve Simon, Van Eperen and Co., explained the employer outreach strategies his team uses to educate employers about transit benefits and programs:

- Commuter Information Day (CID) events
- Assisting employers with Traffic Mitigation Plans
- Lunch and Learn events for employees
- Holding test drive demonstrations for Capital Bikeshare System
 - Organizational memberships available – employers can pay up to 50 percent of membership fees for employees

Item 6 – Adjourn: Next meeting Wednesday, June 1, 2016