



*Local governments working together for a better metropolitan region*

Memorandum

**DATE:** February 26, 2008

*District of Columbia*

*Bowie*

*College Park*

*Frederick County*

*Gaithersburg*

*Greenbelt*

*Montgomery County*

*Prince George's County*

*Rockville*

*Takoma Park*

*Alexandria*

*Arlington County*

*Fairfax*

*Fairfax County*

*Falls Church*

*Loudoun County*

*Manassas*

*Manassas Park*

*Prince William County*

**To:** Travel Management Subcommittee

**From:** Anant Choudhary  
Transportation Engineer

**Subject:** Highlights of the November 27, 2007 Travel Management Subcommittee Meeting

The following members attended the meeting:

Kanthi Srikanth,  
Bob Owolabi (phone)  
Jim Ponticello (phone)  
Howard Simmons (phone)  
John Thomas (Frederick County)  
Art Smith (Loudoun County)  
Michael Weil (NCPC)  
Maurice Keys (DDOT)  
Mike Clifford  
Andrew Meese  
Melanie Wellman  
Daivamani Sivasailam  
Erin Morrow  
Anant Choudhary

The meeting was called to order by the chair and, after introductions, under agenda item # 1; Andrew Meese presented the congestion management process (CMP) which is a new requirement under SAFETEA-LU. He provided an update on the CMP and briefed the members about the key components of the CMP and draft CMP document. The initial development of the CMP will consist of developing the CMP portion of the 2007 CLRP. Mr. Meese also briefly reviewed the CLRP form from the 'Call for Projects' document which was provided to the members at the October 23 subcommittee meeting. In the 'Call for Projects' document there is a form that agencies fill out if an SOV capacity-increasing project is proposed. Mr. Meese stated that an updated version of this form will be provided at the next TMS meeting, as the "text" form that was distributed did not match up with the "web" version of the form. He also described the text version of the Congestion Management Documentation form. He told the members that he will provide sample form with examples filled in. He concluded by stating that the Travel Management Subcommittee will be updated on regular basis on the CMP.

Mike Clifford under agenda item # 2 discussed the status of the ongoing conformity assessment of the 2007 CLRP and FY 2008-2013 TIP. He informed the members about the completed work activities including network development, emission factors, the execution of version 2.2 travel demand model and development of emissions factors for the milestone years.

Daivamani Sivasailam under agenda item # 3 updated the members on the status of the TERM section of the 'Call for Projects' document. He noted that the staff has prepared the Ozone season emission factors and PM2.5 and NOx precursor emissions factors and updated the documents. He informed the members that the TERM section of the 'Call for Projects' document is now available on travel management subcommittee website.

Daivamani Sivasailam under the item # 4 explained the attachments of his handouts on mobile source budget for SIP conformity which included a November 14 letter from MWAQC chairman and chapter #7 from the SIP document on mobile source conformity. He explained the SIP contingency plan and NOx requirement for it.

The committee decided to hold a conference call in December if necessitates.