



MC DOT
*Montgomery County
Department of Transportation*

**Greater Shady Grove
TMD Commuting
Patterns 2011 - 2014**



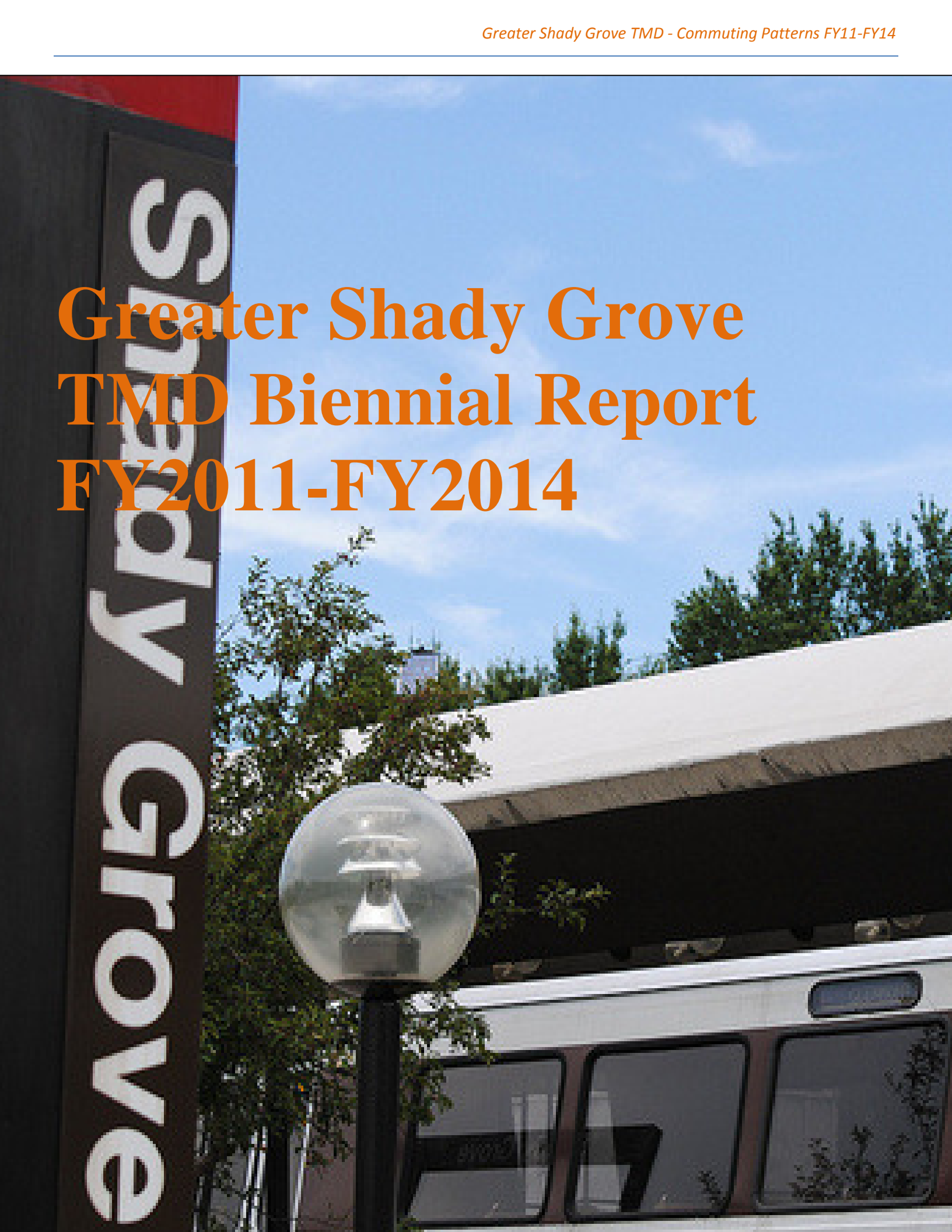
**Montgomery County
Department of Transportation
Commuter Services Section**

Greater Shady Grove TMD Report

Commuting Patterns: 2011-2014

Greater Shady Grove Transportation Management District (GSG TMD)

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Greater Shady Grove TMD Biennial Report FY2011-FY2014

I. Executive Summary

This report describes the activities and performance of the Greater Shady Grove Transportation Management District (GSG TMD) for fiscal years 2011-2014. Established in 2006 by Montgomery County Council, the GSG TMD is the newest and largest (in land area) addition to the six Transportation Management Districts (TMDs) located in Montgomery County. The County's other TMDs include Bethesda, North Bethesda, Friendship Heights, Silver Spring and White Oak.



Transportation Management Districts are urban and suburban areas that contain higher employment and residential density and which, by legislation, have specific numerical goals regarding “Non-Auto Driver Mode Share (NADMS) commuting during the peak periods (“peak period” is defined as the time interval containing the greatest concentration of vehicle traffic over a two- or three-hour period, morning and evening). The main contributor to traffic con-

gestion during the peak periods is commuter generated home to work traffic, most of which is due to the single occupant vehicle (SOV).

The TMD serves as a liaison among commuters, employers in the region, and the County government, to provide a wide range of transportation information and options for employees in the Shady Grove area. TMD staff, which includes Montgomery County Commuter Services (CSS) and contractors, conducts outreach to employers and employees, holds commuter events to encourage commuters to opt for greener transportation choices, and distributes materials to employers, including human resources offices, to ensure employees have all the information they need about taking public transportation to work or utilizing other alternatives to single-occupancy vehicle use.

The GSG TMD, part of the Great Seneca Science Corridor (GSSC) Master Plan area, includes the County's unincorporated areas plus portions of the cities of Gaithersburg and Rockville (see Figure 1.) Outreach activities during the reporting period have been limited to the unincorporated areas of the County. Future outreach activities are planned for the areas of Gaithersburg and Rockville that fall within the TMD, pending agreements with those jurisdictions to contribute a proportional share to TMD operations.

The GSSC Master Plan established a specific traffic-reduction goal of 18 percent NADMS for AM peak period commuters before moving to Stage 2 of development and 23 percent NADMS before moving to Stage 3. The Stage 4 target is 28 percent NADMS.

General TMD goals include the following:

- *Cut traffic congestion*
- *Increase transportation capacity*
- *Reduce air and noise pollution*
- *Promote bicycle and pedestrian access and traffic safety*

This report will describe the GSG TMD programs, operations and services, explain ongoing activities with employers, and demonstrate how Shady Grove employees are commuting to work through analysis of the County's Annual Commuter Survey. The report also includes an overview of the specifics of the transportation system and an explanation of how public transportation, parking, traffic and intersections function.

GSG TMD Goal:
18 percent of
peak period commuters
arriving by a travel
mode other than driving a car
to move to Stage 2
of development

Some highlights of the FY2011-FY2014 period include:

- An increase in NADMS during the AM peak period from **6.6 percent** to **16.1 percent**
- Increased use of transit, from **3.7 percent** to **7.8 percent** (transit = Ride On, Metrobus/rail, MARC/VRE, MTA Commuter Bus)
- Within two percentage points of achieving Stage 1 goal of **18 percent NADMS**.

Other highlights and key elements of the year are outlined on the following page and organized according to sections of the report.

TMD Operations, Programs and Services

- TMD staff surveyed employment sites during FY11-FY14, identifying previously unknown companies, establishing employer relationships and building upon the database of employer information that the Montgomery County Department of Transportation (MCDOT) Commuter Services Section (CSS) had compiled in the years prior to the formal establishment of the TMD.
- By the end of FY2014, out of **177 employers** identified in the GSG TMD Commuter Services database, 50, or almost 30 percent, indicated that they had one or more Transportation Demand Management (TDM) measures in place at their work sites, such as appointing a Transportation Benefits Coordinator (TBC – a company liaison), posting and distributing alternative commuting information to employees, formal and informal telework arrangements, transit/vanpool benefits, bicycle amenities (racks/lockers/showers), participation in the County's Annual Commuter Survey, preferred parking for carpools and vanpools, and alternative work schedules (flextime/compressed).
- In FY03, County Council adopted Council Bill 32-02, amending Chapter 42A of the County Code to require employers with 25 or more employees in a TMD to submit a **Traffic Mitigation Plan (TMP)** to MCDOT. GSG TMD employers were not required to submit a plan until formal establishment of the TMD. By the end of the reporting period, **34 employers** had filed TMPs and/or TMP Annual Reports detailing their progress in meeting the County mandates.
- The TMD participates in the Washington region Bike To Work Day event each Spring. In 2014, 211 participants registered for Shady Grove's Falls Grove Pit Stop. Riders participated in prize drawings and received refreshments courtesy of area vendors. Events such as Bike To Work Day raise public awareness of biking as a healthy and 'green' alternative to solo driving.
- Other regional and local events that the TMD takes part include International Car Free Day, September 22nd of each year; and the annual Walk & Ride Challenge, promoting walking as a way to include exercise with commuting. Commuter participation in these events continues to grow, and they provide a platform to increase awareness and educate the public on issues related to the environment and sustainability.
- **Capital Bikeshare** came to Montgomery County in Fall 2013, making the County a partner in the regional effort to promote bike sharing as a viable and healthy adjunct to commuting. The Rockville/Shady Grove area received **22 of the County's initial 57 bikeshare stations**. Capital Bikeshare does not provide a ridership breakdown for Shady Grove specifically, but ridership throughout the system has experienced growth each year and that trend is expected to continue.

TMD Commuting Profile

- The GSG TMD is well on its way toward the established goal of 18 percent commuters in the TMD during the AM peak period. The number increased from **8.6 percent** non-auto drivers in FY11 to **16.1 percent** in FY14.
- Employees responding to the commuter survey during FY211-14 showed the following commuting modes on average: **77 percent drove alone; 6.8 percent used mass transit; 8 percent participated in a carpool or vanpool; 3.6 percent teleworked; and 1 percent used other modes** such as walking or bicycling.

Traffic, Parking and Transit Ridership Trends

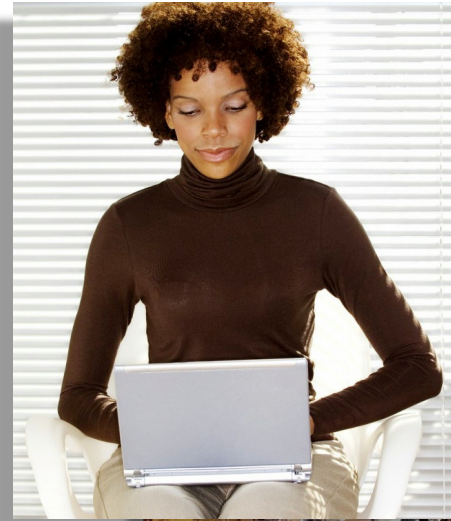
- The Greater Shady Grove area has **20 Ride On** bus routes serving the Shady Grove Metro station with a daily average of about **15,400 riders**. The station

is also served by four Metrobus routes with an average ridership of about 170 riders. Overall boarding and alighting data from the Washington Metropolitan Area Transit Authority (WMATA) indicate that the Shady Grove Metro station is the sixth busiest on the Maryland Red Line with **13,300 daily riders**.

- Montgomery County provides **short- and long-term meters** on Blackwell Road, Broschart Road and Medical Center Drive. All other parking facilities within the TMD Life Sciences Center are privately operated. Future reports will include more specific usage statistics – at the time of this report, parking capacity appears sufficient for the TMD.

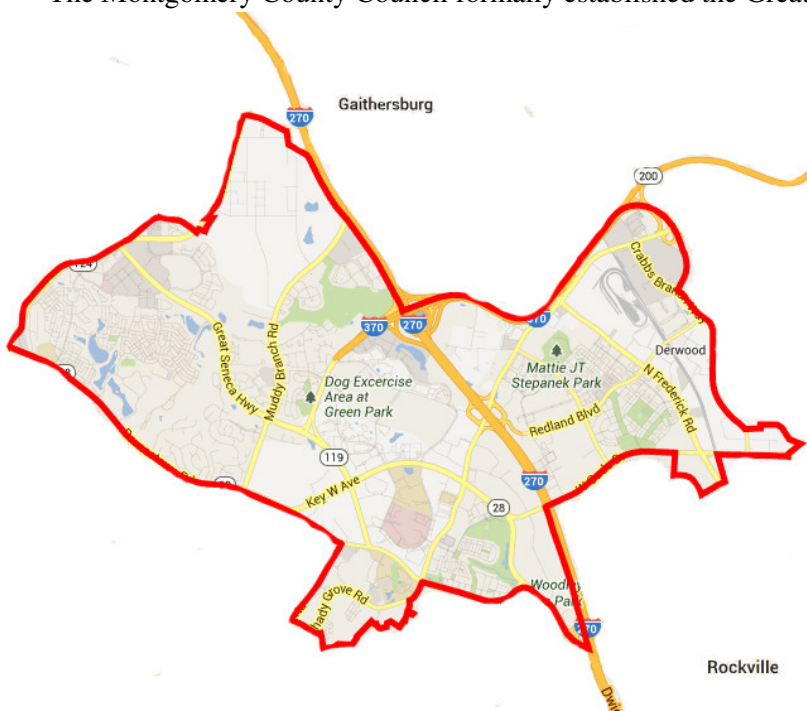
Emerging Trends and Next Steps

- The TMD faces particular challenges for urban commuters, given the significant distance of the Shady Grove metro station to other locations in the TMD. This is partially because of the large size of the TMD, but also because the area largely caters to auto drivers, given that it is largely in an area beyond the last Metro stop on the Red Line and that employee parking is free, in most cases. Creating better transportation advantages is an important part of the TMD mission and marketing efforts will continue to encourage employers and employees in the area to seek **alternatives** to driving alone.
- The TMD should also continue to focus on **expanding in the area of telework and flex-schedules**. These initiatives work to decrease traffic congestion around peak hours and help employees who find it difficult to take public transportation. As part of its outreach to employers, TMD staff promotes the formation of formal telework policies among TMD employers.
- Montgomery County established the **“Greater Shady Grove TMD Advisory Committee”** in 2015 to advise County government on transportation issues. Information about the Committee and its activities will appear in subsequent reports.
- The County should continue efforts to include the Cities of Rockville and Gaithersburg in the Shady Grove TMD.
- The Life Sciences Center (LSC) Loop Trail, recommended in the Great Seneca Science Corridor Master Plan, connecting the districts within the Life Sciences Center area to bikeshare and the Corridor Cities Transitway, will be an important addition to the TMD in moving commuters toward the NADMS staging goal.



II. INTRODUCTION

The Montgomery County Council formally established the Greater Shady Grove TMD in 2006, in response to growing industry and commerce in the Greater Shady Grove area. The GSG TMD boundaries are located along the I-270 corridor in an area heavily dominated by life sciences, health- and information technology-focused companies. Notable large employers in the GSG TMD include the Financial Industry Regulatory Authority Inc. (FINRA), the National Cancer Institute (NCI), Shady Grove Adventist Hospital, and TheraCom, among others. The GSG TMD includes unincorporated areas around the cities of Rockville and the City of Gaithersburg and portions the two cities themselves, although current outreach efforts are focused largely on the areas outside the municipalities.



There has been significant development in the TMD. While traffic congestion in the Shady Grove area is not as problematic as it is in many parts of the County closer to the Washington D.C. Metropolitan area, the Greater Shady Grove Sector Plan (March 2006), which provided detailed plans for development in the areas surrounding the metro station, predicts that between 2000 and 2030, 6,340 new households and 7,000 new jobs will be added to the Shady Grove area.

Forecasted growth in the region will result in increased automobile traffic, decreased parking availability and greater concerns for safety among pedestrians and bicyclists. For example, the National Cancer Institute has recently relocated approximately 2,500 employees to its new headquarters in the TMD. The Shady Grove Sector Plan calls for a mix of residential, office, retail and commercial development concentrated at the Metro station.

The purpose of a TMD is to help evaluate transportation changes in the area, and to educate employers and employees about their role in reducing traffic congestion and address impending transportation issues. This report describes a TMD's operations, services, activities and performance. It presents comparisons of annual performance so that the progress can be clearly tracked and evaluated.

The TMD works with community stakeholders in an effort to engage shared participation from the government, private developers, employers, residential and non-residential property owners and the public. TMD staff makes use of marketing, education and incentive programs to encourage employers to provide alternatives to SOV use for their employees. SOV alternatives include use of public transportation (bus, subway and commuter rail), carpools and vanpools, biking and walking. Employers can also reduce the time and the need for some commutes by offering employees flextime and alternate work arrangements, including compressed workweeks and telework. Staff meets one on one with employers and employees to find their best alternative commute plan.

III. TMD OPERATIONS, PROGRAMS AND SERVICES

TMD History

The Greater Shady Grove TMD was created through County Council legislation in 2006. Its purpose is to mitigate traffic congestion in the Shady Grove area during peak morning and evening commute times. The GSG TMD is also responsible for other goals that increase the quality-of-life for the community, including reducing noise and air pollution, and ensuring safety for pedestrians and bicyclists.

A total of six TMDs have been established throughout the county – in Silver Spring, Friendship Heights, North Bethesda, Bethesda, Greater Shady Grove, and most recently, White Oak, which has been created through County legislation, but has not yet become operational.

In 2007 the County Council approved the development of a new industrial zone around the Shady Grove Metro station, envisioned as a new urban “smart growth” center, with office buildings, shops and housing for 12,000 people. Greater Shady Grove is now the largest geographically of the County’s TMDs, spanning more than 6,400 acres.

The GSG TMD includes portions of the cities of Rockville and Gaithersburg in addition to unincorporated sections of Montgomery County, and is the culmination of years of planning for the Great Seneca Science Corridor, an area designated for research facilities in the life sciences. As a vital component of the Great Seneca Science Corridor Master Plan, the Shady Grove Life Sciences Center anchors the third largest biotech cluster in the United States and contains more than 200 private companies and more than 45,000 professionals employed in the public and private sectors. The 300-acre Shady Grove Life Sciences Center houses healthcare facilities, research and educational centers, R&D facilities, laboratories and a business incubator operated by the County.

a. Operations

TMD Staffing

A Rockville-based strategic communications firm, Van Eperen & Company, has a contract with Montgomery County since February 2012 to manage outreach efforts for the GSG TMD. The contract is managed by MCDOT-Commuter Services Section (CSS).

TMD Funding

The Greater Shady Grove TMD is funded by the MCDOT, which receives some of its revenue for the TMD from fees associated with area development.

GSG TMD Advisory Committee

As of the date this report's publication, the County has identified and recruited members for the formation of a GSG TMD Advisory Committee.

The Committee will monitor employer and developer transportation plans, propose guidelines for lessening traffic, review traffic patterns and make recommendations on commuting, parking and other related matters to the County Executive and County Council, via the Montgomery County Department of Transportation (MCDOT). When fully established, the Committee will include representation from the following stakeholders:

- **Large Business Representative (50+ employees)**
- **Small Business Representative (<49 employees)**
- **Developer Representative**
- **Community Representative**
- **Residential Representative**

b. TMD Marketing Programs

Most of the work of the GSG TMD is conducted through outreach to employers to encourage interest in TMD goals. The Greater Shady Grove TMD supports a number of County, state and federal efforts and targeted marketing programs to encourage commuters to utilize public transportation.

The TMD markets a variety of these programs at Commuter Information Day fairs, employer meetings, and other community transportation events.

Highlighted programs include:

- **Maryland Commuter Tax Credit Program** – The Maryland Commuter Tax Credit program allows businesses operating in Maryland to claim a 50 percent tax credit for the cost of providing commuter benefits to its employees.
- **Guaranteed Ride Home** – The Metropolitan Washington Council of Governments (COG), an independent, nonprofit association that brings area leaders together to address major regional issues in the District of Columbia, suburban Maryland and Northern Virginia, offers commuters who use transit at least two times per week a free ride home or elsewhere for unexpected emergencies. The program is available in Maryland, Virginia and the District of Columbia
- **Bike to Work Day** – The annual Bike to Work Day, an event that occurs in May each year, supports commuters biking to work by offering free incentives. More than 70 Bike to Work Day pit stops take place throughout the Washington, D.C. metropolitan region. Within the Greater Shady Grove TMD, an event has been held at the Falls Grove Village Center and in the cities of Rockville and Gaithersburg. Highlights of activities at the Falls Grove pit-stop and other stops include t-shirt giveaways, food and other free incentives to encourage commuters to try biking to work.

- **Walk and Ride** – This annual event encourages employees to realize how easy it is to incorporate walking into their daily routine combined with alternative commute modes other than driving alone and sitting in traffic.
- **Carpool/Vanpool Ride Matching Services** – Commuter Connections, a regional network of transportation organizations coordinated by COG, helps match commuters, using a sophisticated electronic system, to existing carpools or vanpools that coincide with their normal route and commute patterns.
- **Telework, Flextime and Compressed Work Schedules Consulting** – Commuter Services offers free support to employers who want to set up an alternate work schedule option for employees that want to reduce their commuting time and costs.
- **Traffic Mitigation Plans and Annual Reports** – All businesses with more than 25 employees in TMD's are required to submit Traffic Mitigation Plans and updated Annual Reports on their commuting patterns to the MCDOT. The TMPs assist employers in organizing their company goals and actions toward promoting alternative transportation to employees.
- **TRIPS Hotline** – Montgomery County Commuter Services' TRIPS (Transportation Resources, Information & Places to See) personnel work directly with commuters seeking alternative routes by helping them customize their personal public transportation route.
- **LEED Rating System Program** – Companies that implement certain public transportation benefit measures can earn points toward achieving a LEED certification for Leadership in Energy and Environmental Design.



TMD Branding

CSS worked with Montgomery County officials to create a logo that embodied all of the elements of the TMD mission. The logo, which appears on all marketing campaigns and other printed and promotional materials, gives the TMD a recognizable and unique identity in the Shady Grove community.

Meetings, Commuter Information Day Fairs and Applications

TMD staff hosts, on average, four **Commuter Information Day (CID) fairs** per month at employer work sites. The fairs take place at a variety of locations that include large private employers, multi-tenant buildings, education facilities, a hospital and a university. The fairs create opportunities to reach a diverse range of businesses and employees and to engage in personalized and informative discussions with individuals about commuter services and programs.

Employers are generally very responsive to the request to host a CID fair and often create their own materials to encourage employee attendance.

Greater Shady Grove TMD outreach contractor Steve Simon (left) and Jim Carlson (right) of Montgomery County Commuter Services participate in a Commuter Information Day event at Johns Hopkins University, Montgomery County Campus.



c. Employer Participation

All employers in the GSG TMD are encouraged to develop transportation programs that meet their employees' full commuting needs. Businesses are urged to take into account their employees' needs in regard to car parking but often disregard employees who choose alternative ways of commuting to work. The TMD works to make employers aware of the benefits of offering rewards for alternative travel modes, which result in more productive employees, less parking congestion, enhanced employee benefits, lower taxes and improved public image.

Traffic Mitigation Plans

All businesses with more than 25 employees in TMD's are required to submit Traffic Mitigation Plans and updated Annual Reports on their commuting patterns to the MCDOT. By the end of FY14, 34 employers had filed TMPs and/or TMP Annual Reports detailing their progress in meeting the County mandates. TMPs have eight statutory requirements:

1. *Point of contact designated to receive and distribute information*
2. *Information on transit/pooling and other alternatives posted regularly*
3. *Facilitate on-site TMD staff presentations to employees*
4. *Promote Guaranteed Ride Home to employees*
5. *Participate in the annual commuter survey*
6. *Provide information on Americans with Disabilities Act (ADA)*
7. *Have a permanent display w/bus schedules and other transportation information*
8. *Compile information on yearly TMP activities and submit an annual report to MCDOT*

All employers of any size in the Greater Shady Grove TMD are encouraged to develop transportation programs that meet their employees full commuting needs. Businesses typically take into account their employees' needs in regard to car parking, but often disregard employees who choose alternative ways of commuting to work. The TMD works to make employers aware of the benefits of offering incentives – or at least a level playing field – for alternative travel modes, which result in more productive employees, less parking congestion, enhanced employee benefits, lower taxes and improved public image.

Transportation Benefits Coordinator

TMD staff request each employer to designate a Transportation Benefits Coordinator (TBC), usually in the human resources department. The TBC serves as a liaison between the company and the TMD staff. Once a TBC is established for a particular company, TMD staff stays in contact with that designee and provides information on new programs and services, as well as commute events and activities for the TBC to disseminate to employees at that work site.

d. Developer Participation

The County currently has Traffic Mitigation Agreements (TMAs) with a number of major Shady Grove developments:

- Camden Shady Grove
- Hanover Shady Grove
- Mallory Square
- Shady Grove Station (West Side)
- 9950 Medical Center Drive
- 9800 Medical Center Drive (Shady Grove Life Sciences Center Parcel N/Q Lot 7)

- National Cancer Institute
- Residences at Shady Grove
- Shady Grove Adventist Hospital
- Shady Grove Adventist Hospital (Aquilino Cancer Center)

Although TMAgs tend to differ in some details, all obligate the developer to cooperate with the County to reduce SOV use into the CBD by promoting transit, carpools and vanpools, and other solo driving alternatives.

e. TMD Objectives

The Greater Shady Grove Sector Plan has a number of development goals for the area, including the following:

- Organize future development into a series of defined and attractive neighborhoods around the Metro Station.
- Feature a mix of residential, office, retail and commercial development concentrated at the Metro station with parks, recreation and other community serving uses.
- Achieve between 5,400 and 6,340 new residential units and approximately 7,000 new jobs within the planning area.
- Coordinate the proposed land use changes with open space and streetscape recommendations that encourage transit use and create an attractive community.
- Encourage transit ridership by requiring new development to mitigate vehicle trips.
- Balance development with the capacity of the transportation system and public facilities.

TMD staff goals:

- Successfully engage employers in adopting and implementing measurable elements of Traffic Demand Management (TDM) programs at their worksites.
- Successfully engage employees in changing their commuting behavior toward alternative commuting options and help reduce Single Occupancy Vehicle (SOV) trips to their worksite.

Commuter Survey

The TMD measures its progress in its goals for transit use and non-driver mode share by collecting data from an annual commuter survey. The County distributes the survey each year to employers in the TMD to measure commuting patterns. It also serves as a source for information to develop future promotional efforts and alternative transportation services or incentives.

Survey participation is required for employers in the TMD with 25 or more employees. Surveys include incentives each year such as prize drawings for participants; employer liaisons (Transportation Benefit Coordinators) are also given incentives for encouraging employees to participate. Under the County Code, employers are asked to make a good faith effort to achieve at least an 80 percent response rate from their employees.

In addition to information such as mode share, mileage, work site arrival and departure times, the survey provides respondents with an application for carpool, vanpool or other transit information. Employer information from those applications are entered into the MWCOG regional rideshare

database to obtain matching arrangements, in order to provide the participant with the information requested.

IV. TMD COMMUTING PROFILE

A TMD commuting profile is derived from the commuter survey, in which employers and employees provide information on their commuting habits. The survey is the primary basis for evaluating the transportation activity for a TMD, as it reveals the peak hours of commuting, the mode of travel, the ration between cars and passengers and the home origins of area commuters. This system is especially useful for evaluating GSG TMD's status in ultimately achieving its goal of 18 percent NADMS. In addition to asking employees about their current commuting patterns, the survey also asks participants what benefits would make them more likely to commute to work using alternative means.

This system is especially useful for evaluating the TMD's status in reaching its goal of 18 percent NADMS for Stage One of development – per the Sector Plan, achieving that milestone allows development to continue to the next stage. In addition to asking employees about their current commuting patterns, the survey also asks participants what benefits would make them more likely to commute to work using alternative means. The survey gathers information on employees' commuting patterns over the duration of a normal week in the office, in order to get an accurate picture of daily commuting patterns. The results are analyzed for the employer and for the TMD as a whole, in order to assess the TMD's progress toward achieving its goals in offering commuting benefits to their employees.

a. Annual Commuter Survey Response Rate

While employers with more than 25 employees in the TMD are required to distribute the County-issued commuter survey to their staff, their employees complete the survey on a volunteer basis, leading to some variability in the numbers. Therefore, the TMD uses strategies to encourage as many area employees to respond as possible. The response rate is important to assess the accuracy of the survey and the data it presents. Another factor influencing the response rate includes "survey fatigue." Therefore, CSS has designed the survey process to reach all eligible TMD employers with under 250 employees on a 2-year cycle, allowing most employers to participate every other year. Employers with 250+ employees must participate each year. Fiscal year 2011 is considered a baseline year (all employers) for the unincorporated portion of Montgomery County, which includes employers in the Life Sciences Center.

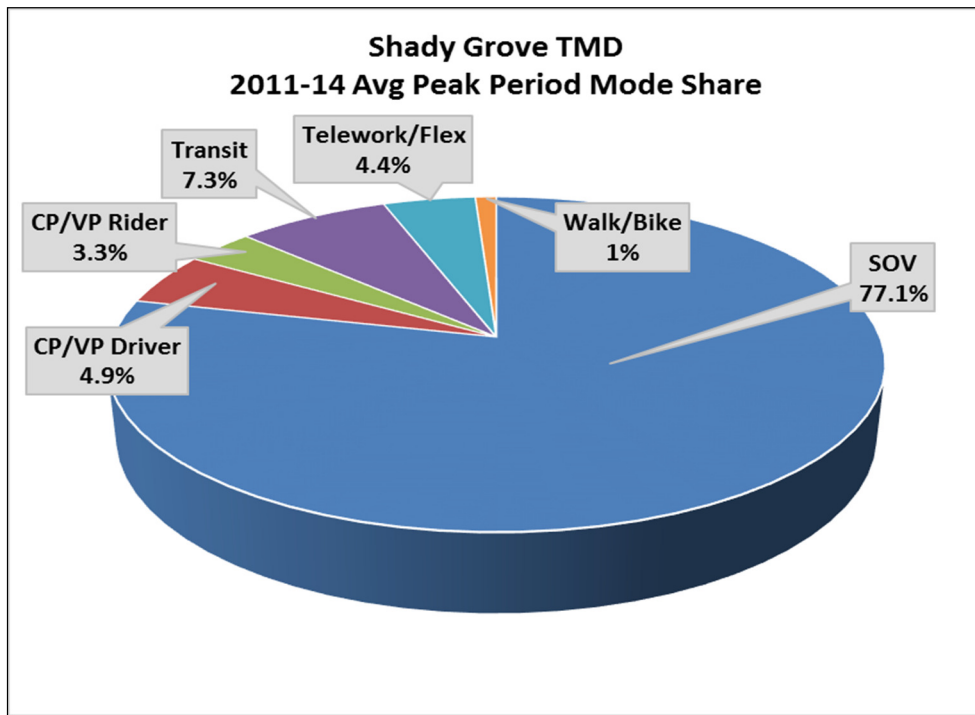
Survey Participation of TMD Employers	2011	2012	*2013/14
Surveys Distributed/Employees	12,300	8,477	7,529
Number of Surveys Returned	567	1,095	1,143
Employee Response Rate	4.6 %	13.0 %	15.2 %

Data from commuter survey FY11-FY14

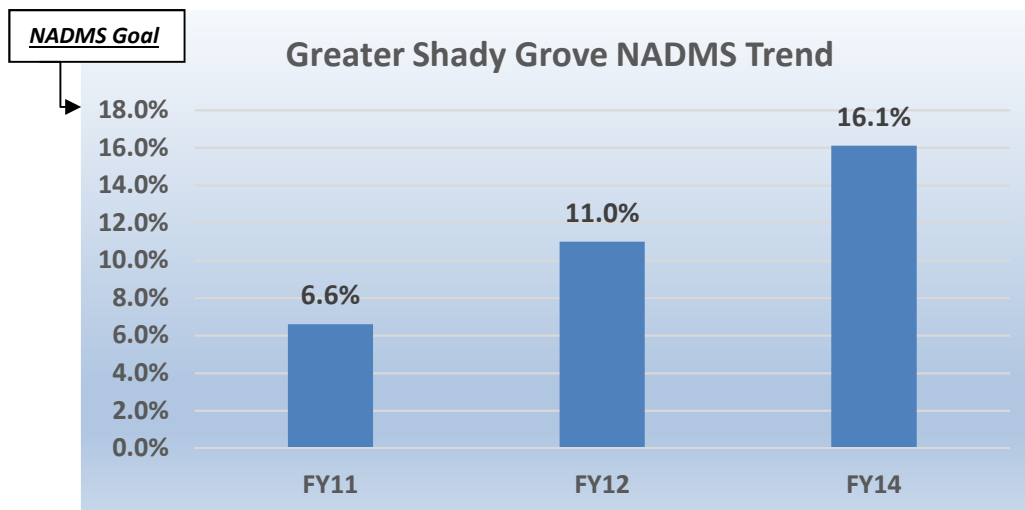
*FY13 survey scheduled for Spring was delayed until Fall (FY14)

b. Mode Choice and Average Auto Occupancy

The primary way of measuring success in alleviating the burdens of SOV commuting is determining the NADMS of a given population. The commuter survey also provides a breakdown of the overall mode share, which includes an analysis of SOV, transit (which includes Ride On, Metrobus/Metrorail, MTA Commuter Bus), participation in carpools and vanpools, telework and walking. Below is the 3-year average weekly mode split and current NADMS trend line:



Total = 98% due to rounding



The TMD also measures the ratio of vehicles to vehicle passengers through Average Auto Occupancy (AAO). This measurement is calculated by dividing the number of persons commuting to work in a car or a van by the number of vehicles.

Average Auto Occupancy (AAO)	People per Vehicle
2011	1.04
2012	1.03
2014	1.03

c. Public Transit and Pooling

The Shady Grove TMD is served by Ride On and Metrobus routes, as well as by Maryland Transit Administration routes that run along MD Route 200 (Intercounty Connector). The Shady Grove Metro Station is ranked sixth in usage. Transit use reflects the TMD's continued heavy dependence on the automobile, the large campus settings and ample parking, most of it free.

Average transit use in the TMD for the Peak Period 2011-14:



3%



1%

Metrobus/Commuter Bus



2.4

Metrorail



.6%

MARC Train

Car and vanpooling remained constant at around 8 percent of Shady Grove commuters.

d. Walking and Biking

The GSG TMD also works to support those who choose walking or biking as a means of transportation. But because of the structure of the TMD, which has a much smaller ratio of businesses to land area than other TMDs, walking and biking tend to be discouraged. Biking and pedestrian rates remained constant over FY2011-FY2014 at about 1 percent.

There are 32 bike racks and 60 lockers located at Shady Grove Metro station. Capital Bikeshare is also available at the station. When the County established Capital Bikeshare in 2013, the Rockville/Shady Grove area received 22 bikeshare stations. Ridership throughout the system has experienced strong growth each year and that trend is expected to continue. Montgomery County expects to add density to the bikeshare network and has aggressively sought grants and corporate sponsorships to add more stations throughout the TMD.

The Great Seneca Science Corridor Master Plan recommends establishment of the Life Sciences Center (LSC) Loop Trail as one of the steps for achieving the plan goals. The Loop Trail is a 3.5-mile cycling and walking path that will connect five districts within the Life Sciences Center area near Gaithersburg and will also connect to the Corridor Cities Transitway, a proposed bus rapid transit route. The Trail Loop will help to achieve the increased non-auto driver mode share requirements established in the Master Plan.

e. Off-Peak Commuters

The TMD also recognizes commuters who opt for alternative work schedules to alleviate and avoid traffic congestion. These employees include those who telework, choose to take part in a compressed work week or design their work day to avoid peak-period commuting.

Shady Grove has much higher numbers of off-peak commuters than other TMDs, largely because of the nature of the work in the area. Many of the employees work at scientific labs or the hospital where hours tend to fall outside of the typical 9-5 work day. The following chart shows the Off-Peak Arrivals for FY11- FY14.

Off-Peak Commuters in Shady Grove	2011	2012	2013/14
Off-Peak Arrivals	499	563	284
% Off-Peak Arrivals	46.1 %	44 %	12.2 %

TMD staff work with employers who want to implement telework and compressed work week programs, in other words programs that allow employees to opt for longer work days in exchange for fewer work days, in their companies and direct them to the Commuter Services' free teleworking consulting service.

f. Other Work Schedules: Telework/Compressed Work Weeks

The GSG TMD also includes employees who are working for companies in the area but not commuting into Shady Grove in the AM peak period. These employees included those who participate in telework, either from home or at a telework site, or who opt for a compressed work week schedule. In FY2011, employees opting for other work schedules amounted to **3 percent** of survey respondents. In 2014, that number rose to **4.2 percent** of survey respondents.

g. Home Origins of Greater Shady Grove Employees

Jurisdictions	2011	2012	2013/14
Montgomery County	63.6% (677)	61.8% (781)	58% (703)
Howard County	2.8% (30)	2.5% (31)	2.7% (33)
Prince George's County	2.9% (31)	5.5% (69)	5.1% (62)
Frederick County	12.9% (137)	14.1% (178)	9.6% (117)
Other MD Counties	5.4% (58)	4.9% (60)	5.7% (68)
District of Columbia	2.8% (30)	3.3% (42)	4.5% (55)
Northern Virginia	7.4% (79)	6.2% (76)	9.9% (121)
West Virginia	1.7% (18)	1.2% (15)	0.6% (8)
Pennsylvania	.3% (3)	.8% (9)	0.5% (6)
Rhode Island	-	.1% (1)	-
Delaware	.1% (1)	-	-
Colorado	.1% (1)	-	-
Alabama	-	.1% (1)	-

V. PARKING AND RIDERSHIP TRENDS

The TMD has 20 Ride On bus routes serving the Shady Grove Metro station with a daily average of about 15,400 riders. The station is also served by four Metrobus routes with an average ridership of about 170 riders. Overall boarding and alighting data from the Washington Metropolitan Area Transit Authority (WMATA) indicate that the Shady Grove Metro station has more than 13,000 daily riders.

There are short- and long-term parking meters on Blackwell Road, Broschart Road and Medical Center Drive. All other parking facilities within the TMD are privately operated. Future reports will include more specific usage statistics – at the time of this report, parking capacity appears sufficient for the TMD.

VI. CONCLUSIONS, TRENDS AND RECOMMENDATIONS

- The TMD faces particular challenges for urban commuters given the significant distance of the Shady Grove Metro Station to other locations in the TMD. This is partially because of the large size of the TMD, but also because the area caters to auto drivers, as there is generally free and plentiful parking for employees. Creating better transportation advantages is an important part of the TMD mission and marketing efforts will continue to encourage employers and employees in the area to seek alternatives to driving alone.
- The TMD should also continue to focus on expanding employer and employee use of telework and flex-schedules. These initiatives work to decrease traffic congestion around peak hours and help employees who find it difficult to take public transportation. As part of its outreach to employers, TMD staff promotes the formation of formal telework policies among TMD employers.
- Continued efforts should be put in place to include the full participation of the cities of Rockville and Gaithersburg in the Shady Grove TMD through shared funding of TMD programs.
- The Life Sciences Center (LSC) Loop Trail, recommended in the Great Seneca Science Corridor Master Plan - and which will connect the five districts within the Life Sciences Center area near Gaithersburg and to the Corridor Cities Transitway - will be important in moving commuters from their vehicles and achieving the TMD's NADMS goal. The Loop, used in conjunction with the County's expanding bikeshare network, will provide a first mile-last mile connection to and from the Shady Grove Metro station and neighborhoods.



Appendix A
Commuter Survey FY11

Survey Responses*

Q1. Counts by Employers

		Count	Col %
Employer Name	Shady Grove Adventist Hospital	130	22.9%
	Universities at Shady Grove	102	18.0%
	J. Craig Venter Institute	49	8.6%
	The Gazette	34	6.0%
	TLC The Katherine Thomas School	30	5.3%
	Bioqual Inc.	25	4.4%
	Novavax	22	3.9%
	JDA Software	22	3.9%
	Johns Hopkins University	15	2.6%
	Hirshorn-Zuckerman Design Grp	14	2.5%
	Albert Uster Imports Inc	14	2.5%
	Maryland Department of Health	13	2.3%
	Jinfonet Software	11	1.9%
	Ceros Financial Services	11	1.9%
	Top Down Systems Corp	10	1.8%
	Comfort Inn Shady Grove	8	1.4%
	Silynx Communications	7	1.2%
	Academy Child Development Center	7	1.2%
	Genesis Health Shady Grove	6	1.1%
	Cato Research Ltd.	5	.9%
	Oakwood	5	.9%
	Infinite Computer Solutions	4	.7%
	ProMark Real Estate Services	4	.7%
	Universal Medical Exams, Inc.	3	.5%
	Chiesi Pharmaceuticals Inc.	3	.5%
	Chesapeake Firestop Products	3	.5%
	Tetracore Inc	1	.2%
	Power Tekcorp	1	.2%
	Metropolitan Ballet Theatre	1	.2%
	Genecopoeia	1	.2%
	DIGITALiBiz Inc.	1	.2%
	Spectrum Screen Printing	1	.2%
	Home Air Services	1	.2%
	Earl Insurance Agency	1	.2%
	Brodsky, Greenblatt & Renehan	1	.2%
	Alianza Building Services Inc	1	.2%
	Total	567	100.0%

*2011 Percentages based on overall area response, not on a per-worksite employee count

Non-Auto Driver Mode Share (NADMS)	6.6%
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Average Auto Occupancy (AAO)	1.04
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Appendix B
Commuter Survey FY12

Q1. Employer Response Rate and Counts

	Responses for Employer	Total Employees for Employer	Employer Response Rate (%)
FDA - NON White Oak Locations	376	3,506	10.7
The Gazette	33	125	26.4
Lockheed Martin (International Human Resources)	77	341	22.6
Advanced BioScience Labs, Inc.	64	120	53.3
Ameritel Corp.	7	52	13.5
Genesis Health Shady Grove	35	220	15.9
J. Craig Venter Institute	35	245	14.3
JDA Software	8	30	26.7
Maryland Department of Juvenile Center	23	30	76.7
Novavax	26	120	21.7
Shady Grove Adventist Hospital	288	2,600	11.1
Universities at Shady Grove	16	120	13.3
Theracom	83	400	20.8
Insurance Exchange	24	38	63.2

Non-Auto Driver Mode Share (NADMS)	11.0%
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Average Auto Occupancy (AAO)	1.03
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Appendix C
Commuter Survey FY14

Q1. Employer Response Rate and Counts

	Responses for	Total Employees	Employer
American Red Cross-Holland Lab	24	68	35.3
PMM Companies	5	30	16.7
FDA – Standish Place	84	1,032	8.1
Advanced BioScience Labs	39	120	32.5
Bioqual Inc.	26	130	20.0
FINRA	599	1,000	60.0
Genesis Health Shady Grove	7	220	3.2
Investorplace Media LLC	23	120	19.2
JDA Software	1	30	3.3
Shady Grove Adventist Hospital	144	2,600	5.5
Shady Grove Nursing & Rehab	2	200	1.0
TheraCom Inc.	95	450	21.1
Wystar Global	15	65	23.1
Adventist Health Care	40	85	47.1
Associates in Oncology & Hematol-	10	10	100.0
FDA – Piccard Dr.	29	560	5.2

Non-Auto Driver Mode Share (NADMS)	16.1%
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Average Auto Occupancy	1.03
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Appendix D

Commuter Survey

2013 ANNUAL COMMUTER SURVEY

Montgomery County, with help from your employer, is conducting this survey to find ways to improve transportation services in the County. Your participation is valuable and your answers will be confidential. Please return the survey within 1 week to the person who gave it to you.



ENTER TO WIN A TERRIFIC PRIZE! Employees who complete the survey will be entered into a PRIZE DRAWING for great prizes! To enter, include your name and contact information at the end of the survey.

THANK YOU – WE VALUE YOUR INPUT AND COMMENTS!

1. Today's Date:	Employer/Organization Name:
Street Address of Regular Work Location:	Work Zipcode:

2. On the most recent day you worked at your regular work location, what time did you arrive at work and what time did you leave from work?

Arrive At Work _____ AM PM (circle one) Leave From Work _____ AM PM (circle one)

3. Last week, how did you get TO work each day? For each day you worked at your regular work location, check the box in Section A, "How I traveled to work" for the type of transportation you used that day. If you used more than one type on any day, e.g., walked to a bus stop then rode the bus, check ONLY the box for the type you used for the longest distance part of your trip.

Section A How I traveled TO work	Days worked at regular work location last week						
	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
Drove alone in a car, truck, or SUV							
Drove myself and others (carpool or vanpool driver)							
Rode with others (carpool or vanpool rider)							
Took Ride On							
Took Metrobus or commuter bus (e.g., Eyre, Dillon)							
Took Metrorail							
Took MARC or VRE commute train							
Walked or bicycled (entire trip from home to work)							
Other _____							

For each day you did not work or did not work at this location, check one box in Section B, "Why I was not at my regular work location." For any day you are not scheduled to work (e.g., Sunday), check "Regular day off."

Section B Why I was NOT at my regular work location	Days NOT at regular work location last week						
	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
Compressed schedule (e.g., 9/80 schedule) day off							
Regular day off							
Teleworked, worked at home or telework center <u>all day</u>							
Meeting out of office, sick, vacation, or holiday <u>all day</u>							

4. If you carpooled or vanpooled last week, how many people, including yourself, were usually in the vehicle?

☐ I did not carpool or vanpool last week _____ total number of people in the vehicle

5. Thinking back to one year ago, how did you USUALLY get to work? (If you used more than one type of transportation then, check the one you used most often).

☐ drive alone ☐ carpool ☐ vanpool ☐ Ride On ☐ Metrobus or commute bus
☐ Metrorail ☐ MARC or VRE ☐ bicycle / walk ☐ Other _____

Did you work at your current work location one year ago? ☐ yes ☐ no

6. What is your home zip code? _____



Commuter Survey

Page 2

7. a. How many miles is it from your home to your regular work location? _____ miles
 b. How long does it typically take you to travel from home to this location? _____ minutes
 c. Last week, what was the longest time it took you to travel from home to work? _____ minutes

8. On days that you drive to work, even if you only drive occasionally, where do you park?

☐ I never drive to work.

I park: ☐ in a lot/garage at my work location
☐ in a public lot/garage off-site
☐ on the street
☐ other _____

8a. How much do you pay to park at this location?

☐ No charge, I park for free

\$_____ per: day / month (circle one)

9. Does your employer offer to help pay the cost of commuting by transit or vanpool; if so, do you currently receive these benefits?

Pay for: (check one only)	Employer DOES NOT offer to pay cost	Employer offers to pay cost (check one only)	
		I DO NOT RECEIVE it	I DO RECEIVE it
Bus, Metrorail, or train			
Vanpool			

9a. How much do you receive each month?

☐ \$1-30 ☐ \$31-60 ☐ \$61-99 ☐ \$100+

10. Does your employer allow employees to pay the cost of commuting by transit or vanpool with pre-tax dollars through payroll deduction; if so, do you currently receive these benefits?

Pre-tax for: (check one only)	Employer DOES NOT allow a pre-tax deduction	Employer allows pre-tax deduction (check one only)	
		I DO NOT RECEIVE it	I DO RECEIVE it
Bus, Metrorail, or train			
Vanpool			

10a. How much do you receive each month?

☐ \$1-30 ☐ \$31-60 ☐ \$61-99 ☐ \$100+

11. Listed below are commuting services that could help you travel to work by carpool, vanpool, transit, or bicycle. For each service listed, please indicate if the service would encourage you to use the type of transportation noted. For example, check "Yes" for "Route/schedule information for transit," if that service would encourage you to use transit. If you already use the type of transportation noted, check the box "Use this type of transportation now."

Commuting Service	Would this service encourage you to carpool, vanpool, or use transit or bicycle to get to work?			
	Yes	Maybe	No	Use this type of transportation now
Assistance to form a <u>carpool or vanpool</u>				
Free parking for <u>carpools and vanpools</u>				
Monthly payment or reimbursement equal to your <u>vanpool</u> cost				
Monthly payment or reimbursement equal to your <u>transit</u> cost				
Pre-tax payroll deduction equal to your <u>transit</u> costs				
Pre-tax payroll deduction equal to your <u>vanpool</u> cost				
Guaranteed Ride Home in case of emergency for <u>carpool, vanpool and transit</u> users				
Route/schedule information for <u>transit</u>				
\$20 monthly subsidy for <u>bicycling</u> to work				
Secure locker or other storage for <u>bicycle</u>				

Commuter Survey

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2012 ANNUAL COMMUTER SURVEY



ENTER TO WIN A TERRIFIC PRIZE! Employees who complete the survey will be entered into a PRIZE DRAWING for a digital camera and other great prizes! To enter, include your name and phone number at the end of the survey.

THANK YOU FOR COMPLETING THE SURVEY!

If you would like to be entered into our prize drawing, please complete the information below. Prize drawing entry forms will be separated from the survey forms to maintain confidentiality.

Name _____ Employer Name _____ Phone Number _____ Ext. _____

Email (if you would like to receive the Commuter Services e-Newsletter, transit updates, etc.) _____

Please add your suggestions and comments on how Commuter Services can serve you better:

If you would like to receive free information on carpooling, vanpooling, transit, the Guaranteed Ride Home program (GRH) or other alternatives to driving alone, please complete this section.

Name _____

Home Address _____

Number/Street

Apt. #

City

State

Zip

County

Name of Employer/Agency _____

Work Address _____

Number/Street

Suite #

City

State

Zip

County

Work Phone Number _____ Fax Number _____

I start work at _____ a.m. I can arrive _____ minutes **before** and _____ minutes **after** my normal time.

I stop work at _____ p.m. I can leave _____ minutes **before** and _____ minutes **after** my normal time.

Please send me the following information / schedules (check all that interest you)

☐ Commuter Rail: MARC/VRE ☐ Metrorail ☐ Metrobus ☐ MD Transit ☐ Guaranteed Ride Program ☐ SmartBenefits

☐ Ride On ☐ Park & Ride lots ☐ Local/commuter bus ☐ Car sharing (Zipcar / Connect by Hertz)

☐ Other _____

Car / Vanpool Matchlist. I can / prefer to be a (check all that interest you)

Carpool: ☐ Driver ☐ Rider ☐ Alternate Driver ☐ Neither

Vanpool: ☐ Driver ☐ Rider ☐ Alternate Driver ☐ Neither

For a carpool/vanpool, please specify pickup location(s): _____

List the closest landmark to your home (i.e., mall, shopping center, school): _____



Appendix E
TMD Resolution

Resolution No.: 15-1432

Introduced: October 18, 2005

Adopted: May 2, 2006

COUNTY COUNCIL
FOR MONTGOMERY COUNTY, MARYLAND

By: County Executive and County Council

SUBJECT: Establishment of a Transportation Management District in Greater Shady Grove with the Authority Given to Charge a Transportation Management Fee on New or Existing Development

Background

1. Montgomery County Code, 2004 as amended, sections 42A - 10 through 30 provides for transportation management in Metro Station Areas and authorizes the County to create Transportation Management Districts (TMDs). These provisions allow flexibility in terms of establishing boundaries to include Metro station planning areas, appointing advisory committees, reporting annual performance of TMDs, and financing of TMD activities.
2. Section 42A-22 of the Montgomery County Code provides that new development is important to stimulate the local economy and that focusing new development in highly transit serviceable areas is a County land use and economic development objective. Transportation demand management will help provide sufficient transportation capacity, reduce the demand for roads, promote traffic safety and pedestrian access, and help reduce vehicular emissions, energy consumption, and noise levels. Transportation demand management will also equitably allocate responsibility for reducing single-occupancy vehicle trips among government, employers, property owners, and the public.
3. In 1996, Council directed the creation of a TMD in the Shady Grove vicinity as part of its Shady Grove Sectional Map Amendment process. Planning Commission staff recommended TMD boundaries follow those of the Shady Grove Study Area Master Plan of 1990 and include new development in Rockville and Gaithersburg. These boundaries included the Shady Grove Metro Station Policy Area and the R & D Village Policy Area and major areas of commercial development. Planning Commission staff also recommended an initial program of services including carpool/vanpool matching, a transportation demand management educational outreach program with employers and building owners, and monitoring. This resolution implements the Council's directive.

TMD Resolution

Page 2

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Resolution No.: 15-1432

4. The Department of Public Works and Transportation (DPWT) conducted extensive background work for establishment of the Greater Shady Grove TMD. Public forums and briefings were held with the business community, civic representatives, and members of the general community to explain TMD purposes and operations and to apprise them of the progress in implementing the TMD for Shady Grove. Elected officials and appropriate staff from the County, and the cities of Gaithersburg and Rockville were also briefed on several occasions. Negotiations were conducted over an extended period of time with representatives of both municipalities regarding participation in the proposed TMD, including operational and funding mechanisms.
5. The Department of Public Works and Transportation (DPWT) may use a Transportation Management Organization (TMO) to assist it in providing services to implement transportation demand management. In addition to use of the fees authorized in this resolution, the Department may provide additional revenues from other sources to fund these services. The level of transportation management demand services in the Greater Shady Grove TMD will be provided in accordance with the amount of funds available to pay for the services. It is expected that as development, and corresponding revenues, in the TMD increase, the level of services provided will also increase.
6. While the cities of Gaithersburg and Rockville are included within the boundaries of the Greater Shady Grove TMD, their participation in the TMD is intended to be reflected in agreements with each municipality. TMD services will only be provided within the municipalities to the extent that they have entered into agreements with the County and paid their proportionate share of the costs of such services.
7. Montgomery County Code 2004, as amended, Section 42A-24 enables the Council to authorize use of traffic mitigation plans in a TMD. This resolution authorizes the Director of DPWT to require the submission of traffic mitigation plans.
8. DPWT and the Planning Board may jointly impose reasonable transportation demand management measures as conditions on the Board's approval of development in the Greater Shady Grove TMD. These measures can include the requirement of traffic mitigation agreements in accordance with Chapter 42A of the County Code.
9. The TMO must annually monitor transportation demand management in the Greater Shady Grove TMD. A biennial report must be submitted by the TMO to the Director of DPWT by December 1 of each even-numbered year. The Director of DPWT must transmit the report to the Executive, the Greater Shady Grove Transportation Management Advisory Committee, and the Planning Board pursuant to Sector 42A-27 of the County Code, 2004, as amended. The Director of DPWT may recommend to the Executive corrective action if any peak period (the three hours of highest transportation use in the morning and evening) commuting goals set forth in the Annual Growth Policy are not met within a reasonable period of time after the establishment of the TMD.

TMD Resolution

Page 3

3

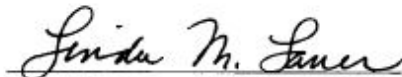
Resolution No.: 15-1432

Action

The County Council for Montgomery County, Maryland, approves the following resolution:

1. Under Chapter 42A-23 of the Montgomery County Code, 2004 as amended, the Greater Shady Grove Transportation Management District (TMD) is established. Its boundaries include the Shady Grove Metro Station Policy Area as well as the R&D Village Policy area and portions of the cities of Rockville and Gaithersburg. Boundary lines are defined on Attachment A of this resolution.
2. Pursuant to Section 42A-29(a)(1) and (2) of the Code, the Department of Public Works and Transportation (DPWT) is hereby authorized to charge a Transportation Management Fee in the Greater Shady Grove TMD to:
 - all applicants who file an application for subdivision or optional method development approval in the Greater Shady Grove TMD under the Alternative Review Procedures in the Annual Growth Policy, and each successor in interest; and
 - all applicants for subdivision or optional method development approved after the Sectional Map Amendment of June 11, 1996, and each successor in interest; and
 - owners of existing commercial and multi-unit residential development.
3. The Director of DPWT may require traffic mitigation plans in the Greater Shady Grove TMD in accordance with Section 42A-24 of the County Code.
4. Under authority of Section 42A-23(e) of the County Code, a Greater Shady Grove Transportation Management District Advisory Committee will be appointed by the Executive and confirmed by the Council, according to a structure to be designated by Executive Regulation.

This is a correct copy of Council action.



Linda M. Lauer, Clerk of the Council

Appendix F
Executive Regulation 3-15 Establishing
the
Greater Shady Grove TMD Advisory Committee

Resolution No.:	<u>18-210</u>
Introduced:	<u>July 14, 2015</u>
Adopted:	<u>July 14, 2015</u>

**COUNTY COUNCIL
FOR MONTGOMERY COUNTY, MARYLAND**

Lead Sponsor: County Executive and County Council

SUBJECT: Approval of Executive Regulation 3-15, Greater Shady Grove Transportation Management District (TMD) Advisory Committee

Background

1. Montgomery County Code, 2004 as amended, Sections 42A-10 through -30 provides for transportation management in Metro Station Areas and authorizes the County to create Transportation Management Districts (TMDs). These provisions allow flexibility in terms of establishing boundaries to include Metro station planning areas, appointing advisory committees, reporting annual performance of TMDs, and financing of TMD activities.
2. On May 29, 2015 the County Executive proposed Executive Regulation 3-15, defining the scope, composition, responsibilities and terms of members of the Greater Shady Grove Transportation Management District (TMD) Advisory Committee.
3. On June 29, 2015 the County Council's Transportation, Infrastructure, Energy and Environment Committee recommended approval of Executive Regulation 3-15.

Action

The County Council for Montgomery County, Maryland, approves the following resolution:

Executive Regulation 3-15, attached, is approved.

This is a correct copy of Council action.




Linda M. Lauer, Clerk of the Council

Executive Regulation 3-15

Page 1

Attachment to Resolution No.: 18-210

	
MONTGOMERY COUNTY EXECUTIVE REGULATION	
Offices of the County Executive • 101 Monroe Street • Rockville, Maryland 20850	
Subject Greater Shady Grove Transportation Management District Advisory Committee	Number 3-15
Originating Department Department of Transportation	Effective Date July 14, 2015

Montgomery County Regulation on:

ESTABLISHMENT OF AN ADVISORY COMMITTEE IN THE
GREATER SHADY GROVE
TRANSPORTATION MANAGEMENT DISTRICT

DEPARTMENT OF TRANSPORTATION

Issued by: County Executive Regulation No. 3-15
COMCOR No. 42A.23.01

Authority: Code Section 42A-23 (e)

Council Review: Method (2) under Code Section 2A-15 (d)
Register Volume 32 Issue 4

Comment Deadline: April 30, 2015

Effective Date: July 14, 2015

Sunset Date: None


CONTACT: Carolyn G. Biggins, Chief
Division of Transit Services
(240) 240-777-5800

ADDRESS: Montgomery County Department of Transportation
Division of Transit Services
101 Monroe Street 5th Floor
Rockville, Maryland 20850

SUMMARY: Under authority of Section 42A-23 (e) of the County Code, a Greater Shady Grove Transportation Management District ("TMD") Advisory Committee will be appointed by the Executive and confirmed by Council, according to a structure to be designated by Executive Regulation.

Executive Regulation 3-15

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 MONTGOMERY COUNTY EXECUTIVE REGULATION Offices of the County Executive • 101 Monroe Street • Rockville, Maryland 20850	
Subject Greater Shady Grove Transportation Management District Advisory Committee	Number 3-15
Originating Department Department of Transportation	Effective Date

The Greater Shady Grove Transportation Management District Advisory Committee ("GSGTMD AC") will advise County government and/or a designated contractor on all aspects of programs, management, and finances relating to the implementation of transportation demand management in the Greater Shady Grove TMD and vicinity. Specifically, the GSGTMD AC may:

- a. propose guidelines for employer traffic mitigation plans and developer Traffic Mitigation Agreements (TMAs);
- b. monitor the implementation of employer traffic mitigation plans and developer TMAs;
- c. evaluate progress in attaining the commuting goals specified in the Subdivision Staging Policy, and in the Great Seneca Science Corridor Master Plan and Shady Grove Sector Plan areas;
- d. recommend government, private or joint actions necessary to facilitate attainment of the commuting goals specified in the Subdivision Staging Policy, and in the Great Seneca Science Corridor Master Plan and Shady Grove Sector Plan areas;
- e. advise the Director, Department of Transportation ("DOT") on transit, pooling, bicycling, bikesharing, pedestrian, parking and related policies and programs;
- f. review traffic patterns and control measures in the TMD and vicinity, including any relevant issues relating to neighborhood or commercial parking, and bicycle and pedestrian mobility and safety.

COMPOSITION:

The GSGTMD AC shall be comprised of 14 voting members and certain non-voting and ex officio representatives.


Voting Members

The voting members will represent a cross section of employer, developer and residential stakeholders in the unincorporated Montgomery County portion of the TMD:

- a. Four members must be representatives of private sector employers within the

Executive Regulation 3-15

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	<h1 style="margin: 0;">MONTGOMERY COUNTY</h1> <h2 style="margin: 0;">EXECUTIVE REGULATION</h2>	
<p>Offices of the County Executive • 101 Monroe Street • Rockville, Maryland 20850</p>		
Subject Greater Shady Grove Transportation Management District Advisory Committee	Number <p style="text-align: center;">3-15</p>	
Originating Department Department of Transportation	Effective Date	

GSGTMD, with two representing employers of 50 employees or more in the TMD, and two representing employers of fewer than 50 employees;

- b. Two members must be representatives of major public sector employers in the TMD, with one from the Universities at Shady Grove and one from National Cancer Institute (NCI) Shady Grove; or other public sector employers of more than 50 employees;
- c. Four members must be representatives of residential neighborhoods located within the TMD in the unincorporated areas of the County;
- d. Three members must be representative of development interests within the TMD, selected from among developers active in the area;
- e. One member must be a representative of the Gaithersburg-Germantown Chamber of Commerce.

GSGTMD AC voting members may not serve concurrently on the Great Seneca Science Corridor Master Plan Implementation Advisory Committee or any committee appointed by the County Executive.

Non-Voting Members


Residential representatives of properties or neighborhoods located within the TMD that are also within the municipalities of Rockville and Gaithersburg.

Ex Officio Members

- a. Montgomery County Department of Transportation Director or designee;
- b. Montgomery-National Capital Park and Planning Commission designee;
- c. Montgomery County Chief of Police or designee;
- d. Upcounty Regional Services Center Director or designee;
- e. City of Rockville designee - Community Planning and Development Services or similar agency representative;

Executive Regulation 3-15

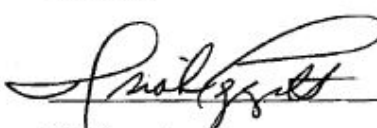
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	<h1 style="text-align: center;">MONTGOMERY COUNTY</h1> <h2 style="text-align: center;">EXECUTIVE REGULATION</h2> <p style="text-align: center;">Offices of the County Executive • 101 Monroe Street • Rockville, Maryland 20850</p>	
Subject	Greater Shady Grove Transportation Management District Advisory Committee	Number 3-15
Originating Department	Department of Transportation	
Effective Date		

f. City of Gaithersburg designee - Planning Director or similar agency representative.

Advisory Committee members shall serve one three-year term, and may serve an additional three years contingent upon approval of the member's representative organization. Member terms are limited to two consecutive three-year terms. Members may re-apply for a position on the GSGTMD AC after a one-year break in service.

Approved:

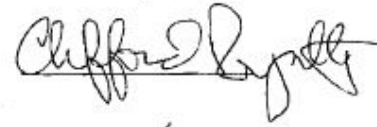


Isiah Leggett
County Executive

May 28, 2015

Date

Approved as to Form and Legality
Office of the County Attorney

By: 

Date: 5/28/15

Appendix G

County Code Chapter 42A:24 Employer Traffic Mitigation Plans

Sec. 42A-24. Traffic mitigation plans.

(a) If an employer is subject to this Section, and if the Council by resolution or in the Growth Policy has approved the use of traffic mitigation plans in a given district, the Director must notify the employer by letter that the employer must submit a traffic mitigation plan meeting the requirements of this Section.

(b) An employer who employs 25 or more employees in a district at any time within one year before receiving notice under subsection (a) must submit a traffic mitigation plan to the Director.

(c) The traffic mitigation plan should be consistent with and contribute to the achievement of any commuting goals set in the Growth Policy. A traffic mitigation plan may include an alternative work hours program, carpool or vanpool incentives, subsidized transit passes, preferential parking, peak period or single-occupancy vehicle parking charges, improved bicycle and pedestrian access and safety, telework, and other transportation demand management measures.

(d) Each employer must submit its traffic mitigation plan within 90 days after receiving notice under subsection (a). The Director may extend an employer's time to file a traffic mitigation plan for good cause.

(e) (1) An employer may submit a consolidated traffic mitigation plan with other employers in the same building or building complex. An owner of a nonresidential building in a district may submit a consolidated traffic mitigation plan on behalf of one or more employers in the building.

(2) A consolidated plan must be designed so that the action it requires satisfies this Section for employers covered by the plan.

(f) (1) The Director may require an owner of a nonresidential building in a district to submit a traffic mitigation plan if:

(A) the Director finds that a plan is necessary to achieve the purpose of this Article because of the owner's control of parking or common space or for similar reasons; and

(B) the Director notifies the owner of the building under subsection (a).

(2) As specified in the notice, the owner's plan may cover all or some employers in the building. A plan submitted under this subsection may be in addition to one an individual employer must submit.

Employer Traffic Mitigation Plans
(cont.)

(3) After receiving notice under this Section, an owner must submit a traffic mitigation plan that meets the requirements applicable to an employer.

(g) (1) The Director may require an owner of a residential building or complex with at least 100 dwelling units, including a common ownership community as defined in Chapter 10B, in a district to submit a traffic mitigation plan if:

(A) the Director finds that a plan is necessary to achieve the purpose of this Article because of the owner's control of parking or common space or for similar reasons; and

(B) the Director notifies the owner of the building under subsection (a).

(2) After receiving notice under this Section, an owner of a residential building must submit a traffic mitigation plan that meets the requirements applicable to an employer.

(h) The Director must offer to help employers and owners prepare traffic mitigation plans.

(i) The Director must:

(1) decide if each proposed plan meets the requirements of this Section; and

(2) help the employer or owner revise a plan which does not meet the requirements.

(j) The Director may require an employer or owner to resubmit a plan that is not consistent with any commuting goals set in the Growth Policy. The Director must not require an employer to submit a plan that meets the requirements of this Section more than once every 2 years. An employer must submit a report on transportation management measures used to implement a traffic mitigation plan to the transportation management organization based on a schedule the Director sets. (1993 L.M.C., ch. 47, § 1; [2002 L.M.C., ch. 34](#), § 1; [2004 L.M.C., ch. 2](#), § 2.)

Editor's note—See County Attorney Opinion dated [8/24/07](#) regarding the elements that dictate when an entity must pay the transportation management fee.

2002 L.M.C., ch. 34, § 2, Phase-in, states: (a) An employer that employs 50 or more employees and has received notice under Section 42A-24(a) must submit an initial traffic mitigation plan that meets the requirements of this Section to the Director by January 1, 2004. (b) An employer that employs 25 to 49 employees and has received notice under Section 42A-24(a) must submit an initial traffic mitigation plan that meets the requirements of this Section to the Director by January 1, 2005.

Appendix H

Employer Traffic Mitigation Plan

SAMPLE TRAFFIC MITIGATION PLAN

Company/Organization Global Solutions, Inc.			
Address 8700 Colesville Rd, Suite 320		City Silver Spring	State MD
			Zip 20910
Number of Full-time Employees 300		Part-time Employees 0	
Submitted by Tom A. Jones		Title President	
Signature		Date March 31, 2014	

Here's our plan to reduce gridlock in Montgomery County by offering the selected transportation benefits to our employees. In the first column, we've placed an *E* next to the strategies that we already have in place, and *N* next to the strategies that we will implement with this year's Traffic Mitigation Plan. In the last column, we've described our current or planned efforts.

E= Existing Strategy N= New Strategy * Required Strategy

	Traffic Mitigation Strategy	Employer Description
* E	Contact person designated to receive and distribute information	Ellen Davis, Human Resources Director, 301-555-5555; edavis@globalsolutions.com . We will notify the TMD in writing of any changes in this information
* E	Information on transit/pooling/other commute alternatives distributed/posted regularly (furnished by TMD)	Information on transportation services is posted in the employee break room.
* N	Facilitate TMD staff presentations to employees and HR/Administrative staff on commute information/alternatives on periodic basis	We hold an annual benefits seminar in the fall. We would like TMD Staff to attend to display information and answer employee questions
* N	Guaranteed Ride Home Promotion (free regional program offering emergency rides)	We promote the Guaranteed Ride Home program to our employees. We provide brochures to employees with their monthly transit benefit.
* N	Annual Commuter Survey distributed to employees (short survey of transportation- supplied by TMD)	<i>[Please describe your approach to gaining 80 percent participation from your employees]</i> We will distribute survey to our employees via e-mail from our company president. We will also send an e-mail reminder.
* N	ADA information provided (transportation services for people with disabilities)	We will provide disabled employees with information on the regional Metro Access program and Montgomery County's Same Day Access program.
* N	Permanent display area for TMD-provided bus schedules and other transportation information	We plan to install a transit map and brochure racks in our employee break room.
* N	Compile information on yearly TMP activities and submit Annual Report	We will maintain a file on the promotion and implementation of the strategies selected above and include in our Annual Report to DOT.
N	Attendance at free CSS-sponsored meetings/workshops permitted for designated contact person	Ms. Davis will be permitted to attend four such meetings per year.
E	Information on commuting alternatives provided to new employees (TMD can provide materials and/or attend orientations)	We inform new employees of our transit subsidy program and provide Metro pocket guide and Ride On route maps to assist them in transit planning.
	Free or reduced rate parking for car/vanpools offered to employees	
	Preferred location and/or reserved parking for car/vanpools offered to employees	

Employer Traffic Mitigation Plan

Page 2

SAMPLE TRAFFIC MITIGATION PLAN

N	Provision of car sharing space in highly visible location within on-site parking facility.	We provide two car sharing spaces within our surface parking area near the building entrance
N	Provision of car sharing incentives, including paying part or all of membership costs, rental costs, or similar incentives.	We provide paid car sharing membership for all our employees and provide reduced-cost rental fees through an arrangement with the provider. We encourage use of car sharing vehicles when use of transit is not feasible for business or personal appointments.
N	Bike amenities at worksite, such as racks, lockers, and showers (TMD may be able to supply)	We will arrange to have bike racks installed in our garage.
	Transit/pedestrian amenities at worksite, e.g. sidewalks, benches, etc.	
	Carpool matching for employees (as part of free region-wide matching program, or can be on-site only)	
N	Alternative work schedules: ___ Flex Time ___ Jobsharing ___ Compressed Work Week <input checked="" type="checkbox"/> Telecommute/Teleworking	We have an informal telework program that allows some employees to telework in special circumstances. We have a formal telework program that started on MM/DD/YYYY and N employees currently participate in this program.
E	Tax-free monthly transit subsidies provided to employees, including Super Fare Share, Fare Share and Metrochek.	Our company participates in the County's subsidy program. We started our program on MM/DD/YYYY and N of our employees are currently participating in this program. The amount of the subsidy is \$NN.NN including the County portion.
N	Maryland State Commuter Tax Credit for employers	TMD Staff explained that we qualify for the State's 50 percent tax credit on our contributions to employees' commuting costs. This is worth up to \$50/month per participant in tax credits. We will apply for the tax credit this tax year.
	Pre-tax payroll deduction for transit costs offered to employees (Saves employer & employee money)	
	Transit passes/tokens offered for purchase at worksite (at full or reduced price)	
	Subsidize employee parking and transit equally (if employee parking is currently subsidized, offer equal subsidy for transit costs)	
	Ozone Action Days participation (regional program to alert people to dangerous air quality days)	
	Other : Please Indicate	

Please attach to cover letter and submit to:

Mr. Al R. Roshdieh., Acting Director
Montgomery County Department of Transportation
c/o Commuter Services
101 Monroe Street, 10th Floor
Rockville, MD 20850
240-777-8391 (fax)

Appendix I

County Code Chapter 42A:25 Traffic Mitigation Agreements

Sec. 42A-25. Traffic mitigation agreements.

(a) Any proposed subdivision or optional method development in a district must be subject to a traffic mitigation agreement if the Planning Board and the Director jointly decide, under standards adopted by the Council for the adequacy of public transportation, that more transportation facilities or transportation demand management measures are necessary to meet any commuting goals set in the Growth Policy.

(b) A traffic mitigation agreement must specify transportation demand management measures that the applicant or a responsible party must carry out. The measures must be calculated to ensure that public transportation will be adequate to meet commuting goals set in the Annual Growth Policy.

(c) A traffic mitigation agreement may require:

- (1) naming a transportation coordinator;
- (2) limits on parking spaces;
- (3) peak period or single-occupancy vehicle parking charges;
- (4) preferential parking for carpools and vanpools;
- (5) subsidies for employees not using single-occupancy vehicles;
- (6) financial or other participation in building or operating on- or off-site transportation facilities or systems;
- (7) providing space on a periodic basis for marketing and promotional activities of the district;
- (8) designating permanent areas in prominent locations to display information on commuting options; or
- (9) other transportation demand management measures.

(d) A traffic mitigation agreement must be:

- (1) agreed to by the applicant, the Department, and the Planning Board;
- (2) made an express condition of any approval for subdivision under Chapter 50 or optional method development under Chapter 59;
- (3) subject to all other review and approval requirements of Chapter 50 and Chapter 59; and
- (4) recorded in the County's land records.

(e) A traffic mitigation agreement may:

- (1) require adequate financial security, including bonds, letters of credit, or similar guarantees;
- (2) bind future tenants of the development; and
- (3) specify liquidated damages, specific performance, or other contractual remedies, as appropriate.

(f) The Department must enforce the terms of each traffic mitigation agreement. This does not limit the Planning Board's authority to revoke or otherwise enforce any approvals for subdivision under Chapter 50 or optional method development under Chapter 59. (1993 L.M.C., ch. 47, § 1; [2002 L.M.C., ch. 34](#), § 1; [2004 L.M.C., ch. 2](#), § 2.)


























Editor's note—See County Attorney Opinion dated [8/24/07](#) regarding the elements that dictate when an entity must pay the transportation management fee.


Appendix J

Bus Routes Serving
Shady Grove Metro

EASTSIDE		BOARD AT BUS BAY	MONDAY TO FRIDAY				SATURDAY		SUNDAY	
ROUTE	DESTINATION		AM RUSH	MIDDAY	PM RUSH	EVENING	DAY	EVENING	DAY	EVENING
RIDE ON-MONTGOMERY COUNTY										
43	Traville Transit Center, Falls Grove Center	D	20-25	30	25-30	30-45	30	--	--	--
58	Lakeforest, Watkins Mill	B	30	30	25	30	30	30	30**	--
60	Montgomery Village	D	--	--	30	--	--	--	--	--
61	Germantown Transit Center	F	30	20-30	20	30-45	30	30	30	30
64	Montgomery Village	D	30	30	25	30	30	30	30	30
65	Montgomery Village	B	--	--	30-35	--	--	--	--	--
71	Kingsview Park & Ride	F	--	--	30	--	--	--	--	--
74	Germantown Transit Center	C	30	30	30	30-35	--	--	--	--
76	Poolesville	C	30#	30#	15-25#	--	--	--	--	--
78	Kingsview Park & Ride	F	--	--	30	--	--	--	--	--
79	Germantown, Clarksburg	A	--	--	30	--	--	--	--	--
90	Damascus, Clarksburg	A	25-30	30	20-25	30-35	--	--	--	--
100	Germantown Transit Center (Express)	E	6-15	15	6-10	15-30	30	30	30	30
MARYLAND MTA										
201	Gaithersburg Park & Ride	G	60	60	60	60	60	60	60	60
201	Arundel Mills Mall, BWI Airport	G	60	60	60	--	60	--	60	--
202	Metropolitan Grove M	G	--	--	3 trips	--	--	--	--	--
202	Forte Meade	G	3 trips	--	--	--	--	--	--	--
505	Rock Spring Business Park	H	3 trips	--	--	--	--	--	--	--
505	Hagerstown MVA	H	--	2 trips	25	--	--	--	--	--
515	Rock Spring Business Park	H	30-35	--	--	--	--	--	--	--
515	Monocacy MARC, Frederick MARC	H	--	2 trips	15	--	--	--	--	--

Route 76 serves Quince Orchard High School only between the hours of 8:00 am and 3:45 pm and do not continue to Poolesville.
** Route 58 trips terminate at Lakeforest and do not continue to Watkins Mill. See full schedule for details.

WESTSIDE		BOARD AT BUS BAY	MONDAY TO FRIDAY				SATURDAY		SUNDAY	
ROUTE	DESTINATION		AM RUSH	MIDDAY	PM RUSH	EVENING	DAY	EVENING	DAY	EVENING
METROBUS										
Q1	Paul S. Sarbanes Transit Center (Silver Spring )		--	--	--	2 trips	3 trips (morning)	2 trips	20•	30
Q2	Paul S. Sarbanes Transit Center (Silver Spring )		--	--	--	20-30	2 trips (morning)	20-30	--	--
Q5	Wheaton 		2 trips	--	--	--	--	--	30	--
Q6	Wheaton 		20	30	16-20	--	30	--	--	--
RIDE ON-MONTGOMERY COUNTY										
46	Medical Center 		3 trips	--	--	--	3 trips	--	20-30	30-40
53	Glenmont 		35	--	35	--	--	--	--	--
55	Germantown Transit Center		10-15	10	12	20-30	15-20	30-45	20-30	30
55	Rockville 		12	10	15-20	20-30	15-20	20-40	--	--
57	Lakeforest		25-30	20-25	20	30	20-30	25-30	25-30	30
59	Montgomery Village		30	20	15	20-30	30	30-45	30	30-45
59	Rockville 		15	30	25-30	30	30	30	30	30-45
63	Rockville 		30+	30	30+	--	--	--	--	--
66	Traville Transit Center		30	--	--	--	--	--	--	--
67	Traville Transit Center		--	--	30-40	--	--	--	--	--
			During track work and/or rail shutdown events, this bus stop will also be served by Metro shuttle buses.							

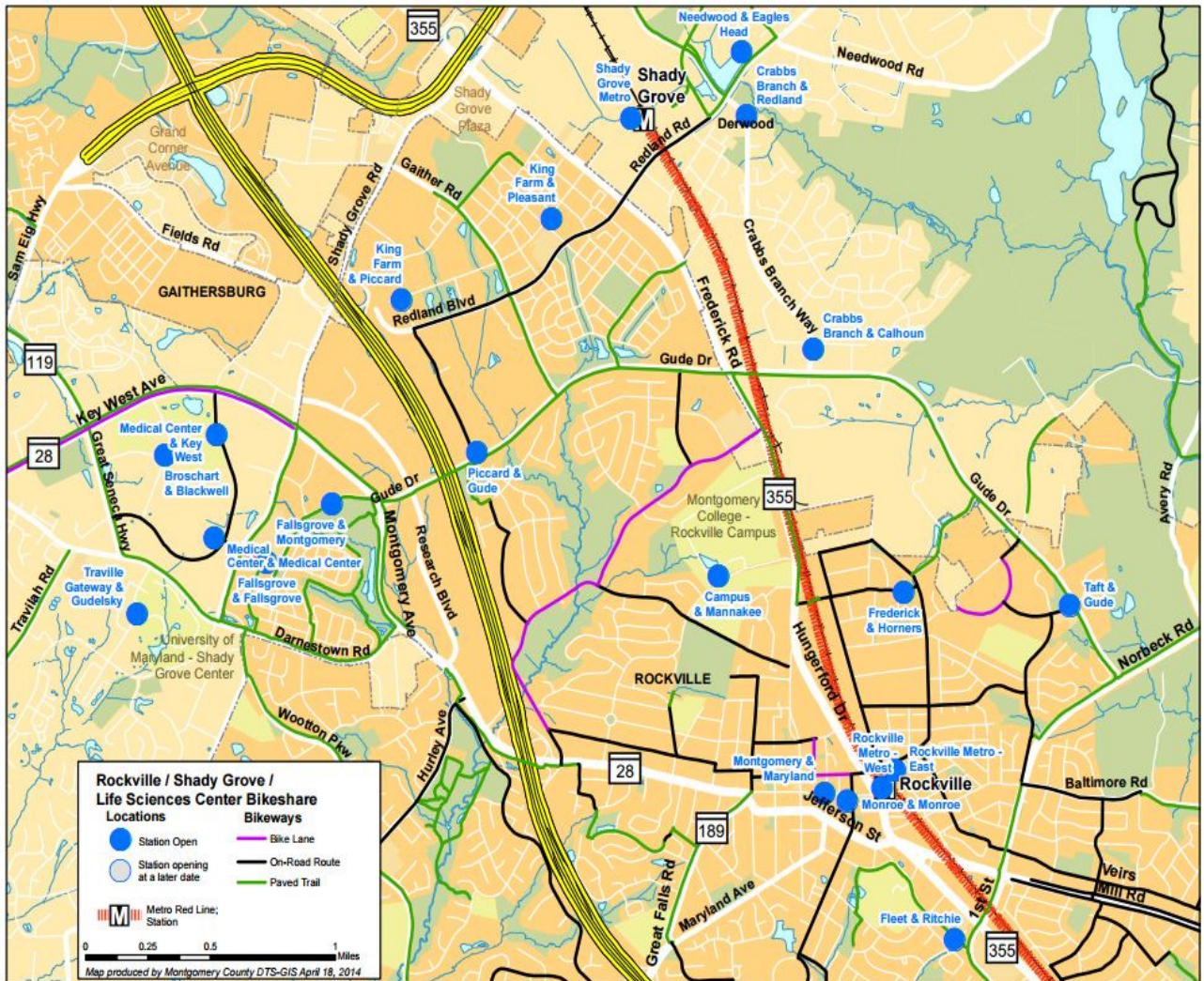
* Route 46 extends to **Shady Grove**  after midnight Monday through Saturday and all day on Sunday.

• Route Q1 does not operate between 8:30 am and 4:45 pm on Sundays.

+ Gaither Rd and Gaither Ct are served only during peak hours.

Appendix K

Capital Bikeshare Locations – Greater Shady Grove



<i>Traville Gateway & Gudelsky Dr.</i>	<i>Medical Center Dr. & Key West Ave.</i>
<i>Broschart Rd. & Blackwell Rd.</i>	<i>Medical Center Dr. & Medical Center Way</i>
<i>731 Falls Grove Dr.</i>	<i>Falls Grove Dr. & Montgomery Ave.</i>
<i>Piccard Dr. & Gude Dr.</i>	<i>King Farm Blvd. & Piccard Dr.</i>
<i>King Farm Blvd. & Pleasant Dr.</i>	<i>Shady Grove Metro</i>
<i>Needwood Rd. & Eagles Head Ct.</i>	<i>Crabbs Branch Way & Redland Rd.</i>

Glossary

AAO:	Average Auto Occupancy
CID:	Commuter Information Day
COG:	Council of Governments
CSS:	Commuter Services Section
MCDOT:	Montgomery County Department of Transportation
NADMS:	Non-Auto Driver Mode Share
SOV:	Single Occupant Vehicle
TBC:	Transportation Benefits Coordinator
TMD:	Transportation Management District
TMP:	Traffic Mitigation Plan (employer)
TMAg:	Traffic Mitigation Agreement (developer)
WMATA:	Washington Metropolitan Area Transit Authority