



*Transportation Commission Meeting*

**September 18, 2024**

**7:00PM**

**City Council Workroom – City Hall – City Hall  
301 King Street**

**AGENDA**

- |  |           |
|--|-----------|
| 1. Public Comment (Not to exceed 10 min)   | 7:00-7:05 |
| 2. Minutes of the June 20 meeting  | 7:05-7:07 |
| 3. <b>Discussion Item:</b> Mobility Services Division Annual Workplan                      | 7:07-7:27 |
| 4. <b>Discussion Item:</b> Bus Stop Program  | 7:27-7:47 |
| 5. <b>Action Item:</b> State Legislative Priorities  | 7:47-8:07 |
| 6. <b>Action Item:</b> By-Law Update   | 8:07-8:17 |
| 7. <b>Commissioner Updates</b>   | 8:17-8:27 |
| 8. Written Items   | 8:27-8:45 |
| A. City Council Items  |           |
| a. Appeal of Safety Improvements on Eisenhower Avenue and South Pickett Street             |           |
| b. One-way Conversion Street Conversion on Service Roads along King Street and Duke Street |           |
| B. Pegram and King Street Protected Bike Lane  |           |
| C. WMATA Better Bus Network  |           |
| D. Regional Car-Free Day   |           |
| E. Revenue Sharing Funding Program   |           |
| 9. Other Business  | 8:45-8:55 |
| A. Transportation Commission Annual Report   |           |

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*Public hearing items are so noted on the agenda. The Commission may receive public comments on other agenda items at its discretion.*

*Next Meeting: WEDNESDAY, October 16, 2024*

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The September 18, 2024, meeting of the Transportation Commission is being held at 7:00 p.m. in City Council Workroom on the second floor of City Hall (301 King Street) and electronically. Members of the Transportation Commission and staff are participating either in-person or from a remote location through video conference call on Zoom. The meeting can be accessed in person or via Zoom by registering at the following link:

<https://zoom.us/j/92808133131>

Or by phone: 301 715 8592  
Meeting ID: 928 0813 3131  
Passcode: 859468

Public comment will be received at the meeting. There will be a public comment period at the beginning of the meeting and written testimony can be provided until 3PM on 9/18/2024 to [emilie.wolfson@alexandriava.gov](mailto:emilie.wolfson@alexandriava.gov).

The City of Alexandria complies with the terms of ADA. An individual with a disability who wishes to request accommodation may contact the Department of Transportation and Environmental Services at 703-746-4083 or TTY/TTD 703-838-5056.



**City of Alexandria**  
Transportation Commission

June 20<sup>th</sup>, 2024  
7:01 p.m.

**MINUTES**

**Commissioners Present:** Chair Melissa McMahon, Vice Chair Matthew McManus, Commissioner Casey Kane, Commissioner Leslie Catherwood, Commissioner Dan Beattie, Commissioner Jody Manor, Commissioner Tim Lovain, Commissioner Jim Maslanka

**Staff Present:** Christopher Ziemann – Transportation Planning Division Chief, Emilie Wolfson – Long Range Transportation Program Manager

Audio/Visual presentation is available online:

<https://www.alexandriava.gov/TransportationCommission>

Chair McMahon called the Transportation Commission meeting at 7:01 p.m.

**Notice:** June 20<sup>th</sup>, 2024 Transportation Commission meeting is being held in the Sister Cities Room, on the first floor of City Hall.

1. **Public Comment Period** **00:01:10**  
**Motion to close public hearing:** Commissioner Kane  
**Second:** Commissioner Manor  
**Motion carries unanimously.**
  
2. **May Minutes** **00:02:25**  
**Motion to approve the minutes for the May 15<sup>th</sup> Meeting:** Commissioner Beattie  
**Second:** Commissioner McManus  
**Motion carries unanimously.**
  
3. **DISCUSSION ITEM: WMATA Better Bus Network Redesign** **00:03:20**  
**ISSUE:** Al Hines, director of bus service planning and scheduling with WMATA, presented on the Better Bus Network Redesign.

**RECOMMENDATION:** That the Commission receive this presentation.

**DISCUSSION:** Al Hines discussed the Better Bus Network redesign project, starting with the project timeline in fall 2022, public outreach, revisions based on feedback, and plans for implementation next summer. He described how tradeoffs will be made to balance competing needs. Tradeoffs include:

- Reducing service in low ridership areas
- Consolidating bus stops which will result in increased distance between bus stops and

increase walking distance to the nearest bus stops for some residents.

**Commissioner McManus:**

- Raised concerns about the elimination of certain routes like 8W and emphasized the importance of including routes that will be removed in the presentations to the commission, so commissioners can advocate for their constituents. He discussed how the elimination of the 8W will impact constituents, diversity, equity, elderly, school children, climate concerns, and access to the Pentagon.

**Commissioner Kane:**

- Asked how the bus stop consolidation calculated the increased walking distances and effects on residents. Al Hines confirms that they are aware that people that live in the center section of Taney Avenue do not have a good replacement in this plan.
- Also asked if the networking of the WMATA buses considered the DASH routes when making changes. Al Hines confirmed cooperation with DASH.
- Asked if [the network redesign] will impact the amount the City pays to WMATA. Al Hines says for the most part budget neutral recommendations and the plan.

**Commissioner Maslanka:**

- Asked about Metroway connecting at the Braddock Road metro station. Al Hines affirmed that in the proposal the metro way still terminates at Braddock Rd, and that there was a visionary proposal that took Metroway into Old Town.

**Commissioner Catherwood:**

- Emphasized the importance of concrete information on changes in the City of Alexandria along with accessible documentation online that the commission and the public can use.

**Chair McMahon:**

- Appreciated anything WMATA can forward through to staff to help isolate the items that the City might want to share and that people can see via our page, minutes, etc. to help communicate about the project.

4. **ACTION ITEM: AlexWest Mobility Recommendations** **00:41:01**  
**ISSUE:** Mike D’Orazio with the Department of Planning and Zoning’s Neighborhood Planning Division presented on the AlexWest Small Area Plan.

**RECOMMENDATION:** That the Commission receive this presentation.

**DISCUSSION:** Mike D’Orazio discussed AlexWest's small area plan process, mentioning the timeline, key areas for development, and the upcoming steps in the planning process. Additionally, there will be an upcoming open house meeting on June 25th to discuss new recommendations and the overall plan.

**Commissioner Kane:**

- Chambliss Avenue trail needs to be made more explicit because right now there are stairs which are inaccessible for bikes and it could be a great connection to the John Adams school.
- The Campus Drive connection should be explicitly noted because it is an important connection especially for less competent cyclists.
- Discussed the impact of reducing bus stops and the distance between stops, referencing a chart for the Duke Street motion.

- Raised concerns about the lack of detailed information on proposed bike infrastructure and the need to clearly indicate planned shared use paths on maps.
- Discussed the impact of reducing bus stops and the distance between stops, referencing a chart for the Duke Street motion.

**Commissioner Manor:**

- Asked if there is any long range thinking about the corner of Seminary Road and North Beauregard Street. There are discussions to create a bigger or consolidated park in Dublin park through right-of-way swapping with development.

**Chair McMahon:**

- Expressed concerns about the lack of specific criteria for projects and the need to focus on transit planning during the review process.
- Highlighted the importance of adequate street lighting in transit areas and its impact on transit usage.
- Raised concerns about the width of roads in the transitway design, the reduction in bus stops, and the community impact of bus rapid transit routes.

**Motion to endorse a letter with the overall direction the chair has proposed:** Commissioner McManus

**Second:** Commissioner Manor

**Motion carries 8-0**

**5. Public Hearing: Charging and Fueling Infrastructure Grant Application 01:15:36**

Amy Posner, the electric vehicle planner for the City, provided an overview of round two of the Charging and Fueling Infrastructure grant, mentioning the available funding of \$1.3 billion and the previous year's application results. The City is in the process of developing a franchise solicitation to install publicly accessible chargers on city property, with the first reading and introduction of the franchise agreement scheduled for the next week's legislative meeting for City Council.

**RECOMMENDATION:** That the Transportation Commission provide a letter of endorsement to City Council for an application to Round 2 of the Charging and Fueling Infrastructure Grant Program.

**DISCUSSION**

**Commissioner Maslanka:**

- Asked if she is proposing they submit the same application as last year. Amy affirmed any application that was rated as highly recommended or recommended can submit the previous year's application for re-evaluation, and that is what she will do.

**Commissioner McManus:**

- Asked if the City was awarded money last year. No one in the region was awarded funding last year.
- He also stated that he will abstain from the recommendation because he thinks the City should invest their own funds into the project.
- He stated that electric vehicle progress is not going to happen unless City and states take the lead.

**Commissioner Manor:**

- Asked why the City was not awarded last year. Amy responded that the goal of the application is to get the rating of highly “recommended.” There are five criteria and the goal is to get the rating of “highly qualified” on each. The application from last year was highly qualified on all criteria except one (workforce development), which was rank “qualified” and brought the overall ranking down. Also, only 9% of application were awarded last year.

**Commissioner Kane:**

- When would the City receive the funds? Ideally by the end of the calendar year, and the disbursement can be expected in about a year.
- Will the franchise agreement solicitation also provide the ability to charge e-bikes and scooters? Not with this franchise award as it is focusing on level two charges. It is something they are interested in, so while the franchise agreement is not the best fit for funding, there are other grant programs that possibly might.

**Chair McMahan:**

- Agreed with McManus on the City needing to be prepared to invest their own funds into this project, but also mentioned she appreciates how a grant cannot help the City get away with not investing.
- Has little faith in any public-private reliance on a private vendor to provide a service because at some point if it does not pencil for them the City is stuck without the service. Car sharing is one of the examples of that where there were a lot of aspirations about how it was going to change what people had to own by way of their own vehicles and the vendors just never really provided a network, she wants to avoid a similar situation

**Motion to close Public Comment:** Commissioner Lovain

**Second:** Commissioner Kane

**Motion Carries 8-0**

**Motion to endorse grant application:** Commissioner Catherwood

**Second:** Commissioner Maslanka

**Motion carries 7-0-1**

**Abstention:** Commissioner McManus

**6. Public Hearing: SMART SCALE Grant**

**01:35:54**

Christopher Ziemann, the Division Chief of Transportation Planning explains the SMART SCALE program, A biannual grant application program for State Transportation funding, its transparent process, rating criteria, and updates in the application process.

**RECOMMENDATION:** That the Transportation Commission endorse a letter to City Council in support of the FY 2030 – FY 2031 SMART SCALE applications and in support of the joint application with Northern Virginia Transportation Authority (NVTA) and Arlington County for the Shirlington Rotary.

**DISCUSSION:**

**Chair McMahan:**

- Asked about the allocation of values to scoring criteria, particularly the surprise regarding safety being only 15% of the investment in the metro area. Christopher explained Alexandria is

grouped into a legislative region called Region A with Richmond and Hampton roads, and state law requires that congestion mitigation must make up 45% of the score.

**Public Comment:**

Mr. Gruenberg voiced concerns absence of bus pullouts in the early drawing design for the eastbound lane of King Street. –Bus pullouts are present in more detailed design that will be shown at the traffic and parking board.

**Motion to close Public Comment:** Commissioner Lovain

**Second:** Commissioner Beattie

**Motion Carries 7-0-1**

**Abstention:** Commissioner Manor

**Motion to endorse the smart scale application and joint application for Shirlington Rotary:**

Commissioner Catherwood

**Second:** Commissioner Beattie

**Motion carries 8-0**

7. **Public Hearing: Safe Streets and Roads for All Grant**

**01:48:50**

**RECOMMENDATION:** That the Transportation Commission endorse a letter to City Council in support of the Safe Streets and Roads for All (SS4A) Program application.

**DISCUSSION:** Safe Streets and Roads for all is a federal safety grant focused on prevent roadway death and serious injuries. One of the programs in planning and demonstration grants. These grants require a 20% match because it is federal, and applications are due in August

**Public Comment:**

**Motion to close Public Comment:** Commissioner Kane

**Second:** Commissioner Beattie

**Motion Carries 7-0**

**Commissioner Kane:**

- Thanked staff for looking at implementing interim solutions while working towards long term solutions.

**Motion to endorse the recommendation:** Commissioner Catherwood

**Second:** Commissioner Maslanka

**Motion carries 7-0**

8. **Public Hearing: USDOT SMART Grant**

**1:53:34**

**RECOMMENDATION:** That the Transportation Commission endorse a letter to City Council in support of the USDOT SMART Grant application

**DISCUSSION:**

The USDOT Smart Grant is strengthening mobility and revolutionizing transportation to support smart mobility and technology and transportation.

**Public Comment:**

**Motion to close Public Comment:** Commissioner Kane

**Second:** Commissioner Beattie

**Motion Carries: 8-0**

**Commissioner Kane:**

- If trails aren't included in the pavement condition index then it needs to be priority.
- If trails are included it is important to make sure there is good criteria for trail conditions.
- Would this be able to create an inventory of signage? If not, it should be included in the funding.
- How do the vehicles navigate streets that haven't been captured?

**Chair McMahon:**

- If this creates a real time comprehensive inventory of the conditions, it does not solve the problems on not having resources or time to fix the condition.
- It will be important to explain to community members the difference between having the data that tells us what is needed and having to make the judgments about what we can afford to do and when.
- People will need to understand the decision-making process but also might differ with what the ultimate priorities are that are set by Council.

**Commissioner Manor:**

- It is good data to know in the age of declining office populations

**Commissioner Beattie:**

- The sign and pavement marking conditions are going to be important in the years ahead.
- Autonomy slowed a little bit as far as automotive industry development, but at the same time it is going to really heighten the risk to municipal governments as well as the opportunity to really make sure that those markings are maintained on a more constant basis.

**Motion to endorse the letter to City Council in support of USDOT SMART grant application:**

Commissioner Maslanka

**Second:** Commissioner Beattie

**Motion carries 8-0**

**9. Public Hearing: Transportation Long Range Plan Scoring Finalization 02:05:48**

**RECOMMENDATION:** That the Transportation Commission approve the proposed updated scoring criteria and updated Project, Developer Project, and Studies lists for the LRP

**DISCUSSION:**

**Chair McMahon:**

- There seems to be overlap between current grant applications and existing recommendations, such as those from the Eisenhower Pipeline study.
- Some projects are categorized differently in terms of priority, with varying levels of importance assigned by staff. For example: The Eisenhower project, as indicated by staff, is a high priority, while the Commission views it as a middle-of-the-pack priority. Similarly, the Shirlington Circle project is considered a lower priority by the Commission, with staff rating it as medium.
- There is a need to clarify how priorities are communicated and integrated into the planning process, without creating new projects but rather working within existing long-range plans.
- The Transportation Commission is focused on making their input valuable and relevant, considering how different grant opportunities might align with various projects.
- Commission seeks staff input on how to balance project priorities with available grant funding, as different grants may be more suitable for different types of projects. It was noted that the



Shirlington Circle project is being endorsed as part of another entity's initiative, with the potential for Arlington to secure a grant for its improvements.

- Suggest having a workshop before starting the prioritization process to explore different methods of prioritization.
- Consider grouping projects into available grant categories and prioritizing within these groups. Ensure that staff know which projects should be prioritized for grant applications.
- Aim for a more useful and transparent process for the community, showing how input helps in prioritizing projects. Align project prioritization with community priorities and criteria, to address the current disconnect between planning and funding decisions.

**Commissioner Kane:**

- Suggested evaluating the 26 projects to determine the most appropriate grant sources for each one.
- Proposed that this evaluation could help in future planning by identifying which grants are more accessible and whether there is a need to explore additional funding sources, such as private foundations or corporate sponsors.
- Raised the question of whether all projects are eligible for grants and whether City Council should consider alternative funding strategies if some projects are not grant-eligible, noting the high-cost Multimodal Bridge that some council members believe is being planned incorrectly.
- Some of these projects have been proposed for a long time and the community may be confused on when they are going to be started. How does the commission explain that projects they voted on have not been implemented? –Christopher Ziemann suggested it could be put on the website.

**Christopher Ziemann:** The purpose of the LRP is to show and reflect the values of the Alexandria community

**Commissioner Maslanka**

- How much weight does the Commission vote have? – When TES staff decides on which projects to apply for funding, the Commission prioritization plays a role in which projects staff selects.

**Motion to adopt the 2024 Transportation Long Range Plan Scoring Finalization**

Commissioner Kane

**Second:** Commissioner Beattie

**Motion carries 8-0**

**10. Commissioner Updates**

**02:25:02**

**Commissioner Beattie**

**02:25:14**

- The EPC elected new leadership, effective immediately. Marta Chance is the Chair; Ben Cudi is the Vice Chair of the Environmental Policy Commission. The EPC has also discussed a potential joint meeting between the Transportation Commission and the EPC, looking at issue that effect both commissions like EV charging.

**Commissioner Catherwood**

**02:27:30**

- Attended the May Traffic and Parking Board meeting. The City was proposing to undo the Duke Street Transitway recommendation. Catherwood spoke in support of the Duke Street Transitway Advisory Group's recommendation and long-term plan. The Traffic and Parking Board voted unanimously to support the original plan. Therefore, the two-way cycle track is going to be included in that area, and the access road will be changed

- to one-way as opposed to bi-directional to be able to get the space for the cycle track.
- At next week's Traffic and Parking Board meeting, they are going to hear the other segment of this issue, which is from West Taylor Run to Cambridge. In that case the City is proposing to retain the Duke Street Transitway Advisory Group's recommendation.
- There are residents of the Longview Drive who oppose the changes, but the City is recommending option 3, which is consistent with the Transitway Advisory Group's recommendation.

**Commissioner Kane**

**02:30:30**

- The Traffic and Parking Board approved another access to Telegraph Road to help with traffic flow on Duke Street.
- A vote is upcoming on the service road between West Taylor Run Parkway and Cambridge Road, with a recommendation to change the configuration of the roadway to one way.

**Commissioner Maslanka**

**02:34:16**

- Awaiting clarification on the information gained from the public hearings for the Better Bus Network.

**Chair McMahan**

- Planning Commission has two hearings in June, so that council can get their meeting in early. The planning commissions does not meet in July or August.

**Commissioner McManus**

**02:35:13**

- A lot of commutes are subsidized by employers, there are routes that go exclusively to the Pentagon. It is worth considering whether those commutes should be charged.

**11. Items on Consent**

**02:37:09**

**B. Duke Street Projects Update**

**Commissioner Kane**

- There is going to be a vote coming up on the service road between West Taylor Run Parkway and Cambridge Road. The Transportation Commission is making a recommendation and should consider writing a letter in support of the project.

**Chair McMahan**

- Made a note to possibly take that action during the September hearing

**D. Maintenance of Traffic Update**

**02:39:43**

**Commissioner Kane**

- Expressed concerns about issues with detour signage and pedestrian safety due to lack of enforcement and inspection (Jamieson Avenue and West Street).

**Chair McMahan:**

- Mentioned exploring technology solutions with the smart mobility team to improve traffic management and pedestrian safety

**12. Other Business**

**02:42:11**

- Decision not to hold a meeting in August.
- In preparing materials for the retreat, it was proposed to bring a date to the commission to amend

*City of Alexandria, Virginia*

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**MEMORANDUM**

DATE: SEPTEMBER 18, 2024

TO: MEMBERS OF THE TRANSPORTATION COMMISSION

FROM: HILLARY ORR, DEPUTY DIRECTOR, TRANSPORTATION

SUBJECT: AGENDA ITEM #3 – MOBILITY SERVICES DIVISION ANNUAL WORKPLANS

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**ISSUE:** Mobility Services Division Annual Division Work Plans

**DISCUSSION:** Staff from the Mobility Services Division will provide an update to the Transportation Commission on their annual workplans, including the [Parking and Curbside Management Workplan](#), the [Capital Bikeshare Workplan](#), and the [Dockless Mobility Workplan](#). These workplans highlight major accomplishments from the previous fiscal year and share the major work objectives for the current fiscal year. The workplans are updated annually to maintain a clear vision of staff efforts on programs and provide insight into the projects are prioritized for the year.

**RECOMMENDATION:** That the Commission receive this presentation.

*City of Alexandria, Virginia*

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**MEMORANDUM**

DATE: SEPTEMBER 18, 2024

TO: MEMBERS OF THE TRANSPORTATION COMMISSION

FROM: HILLARY ORR, DEPUTY DIRECTOR, TRANSPORTATION

SUBJECT: AGENDA ITEM #4 – BUS STOP PROGRAM

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**ISSUE:** Update on the Bus Stop Program

**BACKGROUND:** Staff from the Transportation Planning Division will provide an update to the Transportation Commission on the [Bus Stop Program](#). Over the past year, staff has worked to create a more formalized bus stop program. This includes the development of the [Bus Stop Program website](#) where the City can keep the community updated on progress and projects. Staff conducted an inventory of bus stops in 2023. This analysis has enabled the Transit Planning team to develop prioritized recommendations regarding upgrades to bus stop infrastructure that align with the transit recommendations in the [Alexandria Mobility Plan](#). The program includes multiple grant funded investments in bus shelters and amenities.

**RECOMMENDATION:** That the Commission receive this presentation.

*City of Alexandria,  
Virginia*

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**MEMORANDUM**

DATE: SEPTEMBER 18, 2024

TO: MEMBERS OF THE TRANSPORTATION COMMISSION

FROM: HILLARY ORR, DEPUTY DIRECTOR, T&ES

SUBJECT: AGENDA ITEM #5 – STATE LEGISLATIVE PRIORITIES

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**ISSUE:** The City is requesting legislative priorities from Boards and Commissions.

**RECOMMENDATION:** That the Transportation Commission provide input verbally through this meeting on legislative priorities.

**BACKGROUND:** Every year, the Transportation Commission receives a request for State legislative priorities. For reference, last year the Transportation Commission articulated the following 2024 legislative priorities:

- 1) Protect and preserve transportation funding sources by
  - a. Identifying ways to address the projected WMATA funding gaps that will not significantly increase the onus to Northern Virginia jurisdictions.
  - b. Allowing additional TRIP funding to be awarded for free-fare transit to jurisdictions that have demonstrated success with free-fare programs funded through TRIP.
  - c. Opposing changes to SMARTSCALE scoring, especially those that would decrease funding for multimodal projects.
- 2) Expand automated speed and red-light enforcement allowances by jurisdictions.
- 3) Allow safety stops and riding two abreast for bicyclists.

**DISCUSSION:** In the last legislative session, authority for the use of speed cameras was extended to high-crash intersections proximal to school zones. The previous law authorized the use of speed cameras in school zones and work zones, school zones generally being defined as up to 750' from the school boundary. The new law also authorizes the use of speed cameras in "high-risk intersection segments." The new law expands our authority to use speed cameras by 250' (on each end of a school zone), provided that a traffic fatality occurred in the last 10 years.

In Spring, the Virginia General Assembly approved additional state aid of \$60M in FY 2025 and \$84M in FY 2026 for WMATA to help offset the historic operating deficit. State aid requires a 50/50 match from local jurisdictions like Alexandria.

The 2025 Virginia Legislative Session will be a short session. It will begin January 8 and is scheduled to last 45 days. The City's legislative coordinator is preparing a draft legislative package and is asking Boards and Commissions to identify any legislative proposals to recommend for inclusion in the City's package by October 4.

For this year's legislative session:

- Proposals should be focused on needs rather than wants and should advance work that is already underway (deliver a service more efficiently, implement a project more quickly, etc).
- The Package will be crafted around the [City Council Priorities](#) – proposals should fall within and support efforts to achieve the goals set forth in these Priorities.
- Proposals should be as actionable as possible.
- If proposals are scalable in any way, indicate how they could be scaled up or down, depending on the political environment, budget, or other unknown variables.
- Groups that submit more than one proposal should prioritize them in some way.
- The Legislative Package will be broken out into Legislative Principles and Legislative Priorities. For reference, the 2024 Legislative Package is available [here](#).

There is a strong push by Virginia jurisdictions that the Legislature define autonomous vehicles and provide localities authority to regulate them. Because Virginia is a Dillon state, local governments cannot regulate autonomous vehicles without state approval.

Based on the discussion during the meeting, staff will draft a letter for the Chair's signature before the October 4 deadline.

*City of Alexandria,  
Virginia*

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**MEMORANDUM**

DATE: SEPTEMBER 18, 2024

TO: MEMBERS OF THE TRANSPORTATION COMMISSION

FROM: HILLARY ORR, DEPUTY DIRECTOR, T&ES

SUBJECT: AGENDA ITEM #6: BY-LAW UPDATE

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**ISSUE:** To amend the By-Laws for Chair Elections and Regular Meeting Times.

**RECOMMENDATION:** That the Transportation Commission update by-laws related to Chair Elections to account for more flexibility, and to correctly note the time and date of the Transportation Commission meetings.

**BACKGROUND:** The by-laws currently stipulate that the Transportation Commission shall elect its Chair and Vice Chair from among its voting members by majority vote at its regular meeting in the month of December. The by-laws also currently stipulate that the Transportation Commission hold its meetings on the first Wednesday of each month at 7:30 PM.

**DISCUSSION:**

Staff proposes the following By-Law amendments:

Sec. 1-2 Election of Officers and Terms of Office

- a) The Transportation Commission shall elect its Chair and Vice Chair from among its voting members by majority vote at a regular meeting annually, or otherwise appropriate. ~~its regular meeting in the month of December.~~ Each officer so elected shall serve for a term of one year or until his or her successor is elected.

Sec. 2-1. Regular Meetings

- a) The Commission shall hold a regular meeting on the third ~~first~~ Wednesday of each month at 7:00 ~~7:30~~ PM at City Hall, unless the Commission designates another date time or place for such meetings.

**ATTACHMENTS:**

Attachment 1: City of Alexandria Transportation Commission By-Laws

**CITY OF ALEXANDRIA  
TRANSPORTATION COMMISSION**

**BYLAWS**

**Article 1. Organization**

Sec. 1-1. Officers.

The officers of the Commission shall consist of a Chair, a Vice Chair and a Secretary.

Sec. 1-2. Election of Officers and Terms of Office.

(a) The Transportation Commission shall elect its Chair and Vice Chair from among its voting members by majority vote at its regular meeting in the month of December. Each officer so elected shall serve for a term of one year or until his or her successor is elected.

(b) No person may serve for more than two consecutive terms in either office.

(c) In the event either officer cannot serve his or her full term of office, the Commission shall, by special election, select a new officer to serve the remaining term of office.

(d) The Director of Transportation and Environmental Services, or designee, shall be the Secretary of the Commission ex officio. This designation does not confer commission membership or voting rights on the designee.

Sec. 1-3. Duties of Officers

(a) The Chair shall preside at meetings of the Commission at which he or she is present, and shall sign all official letters and transmittals to City Council or other bodies.

(b) The Vice Chair shall, in the absence of the Chair, exercise all of the rights and duties of the Chair.

(c) The Secretary shall keep records of the proceedings of all Commission meetings and be the custodian of its records. The Secretary shall also prepare the agenda for regular and special meetings; provide notice of meetings to members; arrange proper and legal public notice of hearings; attend to correspondence of the Commission; and sign the official minutes of Commission meetings upon approval by its members. In the absence of the Secretary, the Chair shall designate a person to record the minutes.

Sec. 1-4. Committees

The Commission may establish such committees as it may, in its sole discretion, deem necessary for the conduct of its business. Committee members shall be appointed by the Chair from among the Commission members.



#### Sec. 1-5. Staff Support

The Department of Transportation and Environmental Services shall provide primary staff support to the Commission. The Department of Planning and Zoning shall also provide staff support to the Commission.

### **Article 2. Meetings**

#### Sec. 2-1. Regular Meetings

(a) The Commission shall hold a regular meeting on the first Wednesday of each month at 7:30 PM at City Hall, unless the Commission designates another date, time or place for such meetings.

(b) By majority vote, the Commission may adjourn any regularly scheduled meeting.

#### Sec. 2-2. Special Meetings

Special meetings of the Commission shall be held at the call of the Chair, consented to by a majority of the members.

#### Sec. 2-3. Quorum

A majority of the voting members of the Commission shall constitute a quorum.

### **Article 3. Conduct of Proceedings**

#### Sec. 3-1. Rules of Procedure

(a) Except as may be provided by the City Charter or Code, these bylaws or duly adopted rules of procedure, Commission proceedings shall be governed by the then current Roberts Rules of Order.

(b) The Commission may adopt rules of procedure at any meeting.

#### Sec. 3-2. Passage of Motions

(a) An affirmative vote of a majority of the Commission voting members is required to pass a motion.

(b) Action on a motion shall be by voice vote unless a roll call vote is called for by the Chair.

(c) Tie votes shall be deemed a denial of the subject motion.

### **Article 4. Amendment and Suspension**

(a) These bylaws may be amended by a two-thirds vote of the entire voting membership of the Commission, provided that at least five days notice of the proposed amendment(s) has been given to the members of the Commission.

(b) These bylaws may be suspended in a particular instance by a two-thirds vote of the entire voting membership of the Commission.

Adopted: November 5, 2008

# City of Alexandria, Virginia

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## MEMORANDUM

**DATE:** SEPTEMBER 18, 2024  
**TO:** MEMBERS OF THE TRANSPORTATION COMMISSION  
**FROM:** HILLARY ORR, DEPUTY DIRECTOR, TRANSPORTATION  
**SUBJECT:** AGENDA ITEM # 8 – WRITTEN ITEMS

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**ISSUE:** Staff update to Transportation Commission on various projects.

**RECOMMENDATION:** That the Commission receive the written items.

### **A. City Council items**

#### **A. Appeal of Safety Improvements on Eisenhower Avenue and South Pickett Street**

At its July 22 Public Hearing, the Traffic & Parking Board voted to approve the recommended design alternatives for Eisenhower Avenue for South Pickett Street, which include lane configuration changes, protected bike lanes, pedestrian safety improvements, transit access enhancements, a safer speed limit, and more. Subsequent to the public hearing, a group of residents filed a petition to appeal the Traffic & Parking Board's decision to City Council.

#### **B. One-way Conversion Street Conversion on Service Roads along King Street and Duke Street**

At its June 24 Public Hearing, the Traffic and Parking Board voted to approve the recommendation to convert a portion of the King Street Service Road from the two-way access road to one-way (westbound) with a transit lane between South Taylor Street and Menokin Drive. Additional improvements include the installation of a dedicated cycle track, wider sidewalks, stormwater treatment and improved roadway design to make it safer for everyone. Subsequent to the Traffic and Parking Board hearing, City Council authorized staff to apply for up to \$20 million in grant funding through SMART SCALE at the June 25<sup>th</sup> meeting.

Also at its June 24 Public Hearing, the Traffic and Parking Board voted to approve converting the service road along Duke Street between Moncure Drive and Cambridge Road to one-way, change design of the Duke Street and Cambridge Road intersection to reduce delay, and convert one lane along the service road to a two-way cycle facility. These improvements were recommended

in the Duke Street in Motion concept, which was approved by City Council in June 2023 (except for the service road treatment).

## **B. Protected Bike Lanes Update**

In 2023, the City completed designs to upgrade four buffered bicycle lanes to protected bicycle lanes using tactical materials like flexible bollards. This summer, the City completed installation of the protected bike lanes on North Van Dorn Street between Braddock Road and Menokin Drive, and in August, the City completed the protected climbing bike lane on North Pegram Street between Polk Avenue and North Pickett Street and King Street between Janneys Lane and Chinquapin Drive. Protected elements are also planned to be installed on Seminary Road between North Howard Street and Quaker Lane.

This project supports the City's goal to provide a safe, comfortable bicycle network that benefits riders of all ages and abilities. More information is available on the [project webpage](#).

## **C. WMATA Better Bus Network**

Metro's staff has been coordinating and collaborating with the City of Alexandria and DASH staff on reviewing public comments for the proposed 2025 Better Bus Network shared in the Spring. Staff continues to work with Metro on developing strategies to address comments and concerns shared by residents. We will continue to work with Metro and DASH staff on modifying recommendations to the 2025 Network that will be shared publicly later this fall. Learn more about the proposed redesign effort on the [project website](#).

## **D. Regional Car-Free Day**

Car Free Day is a free international event celebrated every September in which people are encouraged to get around without driving alone in cars and instead ride a train, bus, bicycle, carpool, vanpool, subway, or walk. For those that who have the ability to work from home, telework also counts. Car Free Day is open to all people in the Washington Metropolitan Area. To participate in this fun and worthwhile event, fill out the pledge form, then go car free or car-lite (carpool, vanpool) on Monday, September 23, 2024. All who take the [free pledge](#) will receive a confirmation email with a promocode for a FREE 30-minute Capital Bikeshare ebike or classic bike ride. All who [take the Car Free Day pledge](#) will be entered into a free raffle for a chance to win one of numerous raffle prizes.

The City of Alexandria is promoting Car Free Day through direct employer engagement, through email correspondence with Transportation Management Plan coordinators, and through a planned City staff engagement on September 19. Employers and private organizations can become a Car Free Day sponsor by contacting GO Alex or Commuter Connections.

## **E. Revenue Sharing Funding Program**

VDOT administers the Revenue Sharing program in cooperation with participating localities, under the authority of Section [33.2-357 of the Code of Virginia](#). The Revenue Sharing Program provides funding localities for the construction and/or improvement of highway systems, with limitations on the amount of state funds authorized per locality and per project. Locality funds are matched with state funds for qualifying projects and project allocations are

approved by the Commonwealth Transportation Board (CTB). This funding is typically used for non-local roads.