

City of Alexandria, Virginia

MEMORANDUM

DATE: OCTOBER 31, 2022

TO: JAMES F. PARAJON, CITY MANAGER

FROM: YON LAMBERT, INTERIM DEPUTY CITY MANAGER

SUBJECT: REQUEST TO FILL TWO VACANCIES ON DUKE STREET IN MOTION ADVISORY GROUP

The purpose of this memo is to seek City Manager approval to fill two vacancies on the Duke Street in Motion Advisory Group (AG) due to resignations.

The following West of Quaker Lane At-Large representative and small business owner representative have resigned from the AG due to having insufficient time to commit to meeting attendance:

- *Govan Faine*, At-Large Representative (West of Quaker)
- *Wendy Albert*, Small Business Owner (Tempo Restaurant)

To fill these vacancies, Devon Tutak was designated by staff as an alternate during the original application process. Devon is still interested in serving on the Advisory Group.

The other applicants who applied to be the small business representative during the application process were either no longer interested or did not meet the requirements for the position. Staff is therefore proposing Meronne Teklu, who is a board member for the West End Business Association and has expertise in community outreach. A recommendation letter from WEBA is attached. Although not a small business owner on the corridor, she will be able to bring in a broad perspective of business needs along the corridor.

With these changes, the AG will consist of:

- *Meronne Teklu*, Small Business Owner Representative (West End Business Association)
- *Robert Brant*, Development Community Representative (Land-use attorney)
- *Naimia Kearney*, At-Large Representative (East of Quaker, Renter Representative)
- *Leslie Catherwood*, At-Large Representative (East of Quaker)
- *Aaron Gofreed*, At-Large Representative (West of Quaker)
- *Devon Tutak*, At-Large Representative (West of Quaker)

There are 5 additional members from groups and Commissions identified by the City Council. The groups' appointees are:

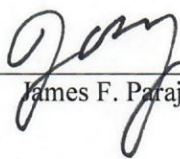
- Casey Kane, Transportation Commission Representative
- Mindy Lyle, Planning Commission Representative
- Nawfal Kalam, Alexandria Commission on Persons with Disabilities Representative
- Yvette Jiang, DASH Bus Riders Group Representative
- Erin Winograd, Federation of Civic Associations Representative (Wakefield-Tarleton)

Background

On March 8th, 2022, City Council adopted a resolution (Attachment 1) to create a temporary Duke Street Transitway Advisory Group whose mission was to provide a recommendation to City Council on a preferred alternative for transit and transit-related improvements for the Duke Street Transitway project.

APPROVE

DENY

Signature 
James F. Parajon, City Manager

Date 11/25/22

ATTACHMENTS:

- Attachment 1: Council resolution
- Attachment 2: WEBA Recommendation Letter for Meronne Teklu

RESOLUTION NO. 3058

**RESOLUTION TO AUTHORIZE THE CITY MANAGER TO APPOINT AN AD HOC
DUKE STREET TRANSITWAY ADVISORY GROUP**

WHEREAS, the City Council wishes to establish an Ad Hoc Duke Street Transitway Advisory Group, and

WHEREAS, the Duke Street Transitway Advisory Group will comment on the Duke Street Transitway alternatives, conceptual plans, and preferred plan, and conduct specified tasks outlined in this resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ALEXANDRIA, VIRGINIA:

1. That there is hereby established the Duke Street Transitway Advisory Group (the "Advisory Group").

2. That the Advisory Group shall consist of eleven (11) members, and the composition of the group shall be as follows:

- Transportation Commission member (1)
- Planning Commission member (1)
- Alexandria Commission on Persons with Disabilities member or designee (1)
- DASH Bus Riders Group member or designee (1)
- Federation of Civic Association member or designee (1)
- At-large community representatives (4)
- Representative of the development community (1)
- Small independent business owner along the Duke Street corridor (1)

Two of the four at-large community representatives shall be residents located west of Quaker Lane. One representative shall be an apartment renter.

3. That the Chairs of the above-named groups shall nominate a member of their group to serve on the Advisory Group.

4. That the remaining four at-large, one development community, and one small independent business owner representatives will be appointed by the City Manager and represent interests unique to this project such as students, renters, businesses, minority communities, and non-driving households.

5. That the City Manager shall designate the Chair of the Advisory Group.
6. That the mission of the Advisory Group shall be to provide input on key deliverables and project recommendations related to the Duke Street Transitway planning and preliminary design.
7. That the Advisory Group's primary charge shall be to:
 - Represent the perspectives of their representative constituencies and communicate back to their respective groups as appropriate;
 - Consider and adopt the project vision and guiding principles;
 - Provide comments and recommendations for corridor design alternatives;
 - Recommend to Council to either adopt or reject the recommendation from the 2012 Transit Corridors Feasibility Plan; and
 - Provide an endorsement of a preferred alternative for City Council consideration.
8. That the Advisory Group shall work towards development of consensus provisions, brokered compromises and formal votes to the extent possible and, in cases where there are differing opinions, they shall be included in reports to City Council.
9. That staff assistance to the Advisory Group shall be managed by the Department of Transportation and Environmental Services (T&ES) with assistance from other City departments and offices as needed.
10. That pursuant to City Code Section 2-4-8, the Advisory Group shall meet on an ad hoc basis as needed for a limited duration of one year, unless otherwise extended by City Council.

Adopted: March 8, 2022


JUSTIN M. WILSON MAYOR

ATTEST:


Gloria A. Sitton, CMC City Clerk

September 8, 2022

Hillary Orr
Deputy Director, Transportation
Department of Transportation & Environmental Services
City of Alexandria
301 King Street, Suite 4100 | Alexandria | VA | 22314
(O) 703.746.4017 | (C) 703.229.2593
Hillary.Orr@AlexandriaVA.gov

Dear Hillary,

It is my pleasure to recommend Meronne Teklu for the Duke Street Transitway Advisory Group.

Meronne currently works as a manager at Deloitte Consulting LLP in Arlington, Virginia, where she has supported various clients in both the public and private sector with business transformation and technology initiatives. In addition, she is a freelance contractor with ERP Resources, Inc. supporting community outreach, digital marketing, events management, strategic communications, and technical project management.

She serves as a Commissioner on the City's Economic Opportunities Commission, Board Member for the West End Business Association, Board Member of Agenda Alexandria, Alexandria City's representative on the Democratic Party of Virginia's 8th Congressional District Committee, and a precinct captain for the Alexandria Democratic Committee. She has also been recognized by the Alexandria Chamber of Commerce as one of the 2022 40 under 40 honorees.

Meronne's advocacy has been a tremendous help to the everyday residents of our City. She is unquestionably a hard worker and someone that many in our City call a friend. I am confident that her perspectives and relationships within the Alexandria community will be a great help in re-visioning the future of the Duke Street corridor.

Sincerely,

Mary Ann Burstein

Mary Ann Burstein

President, West End Business Association


dotloop verified
09/09/22 1:03 PM EDT
BYBB-QLDY-C1WR-PDRO

City of Alexandria, Virginia

MEMORANDUM

DATE: APRIL 8, 2022

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: JAMES F. PARAJON, CITY MANAGER 

SUBJECT: DUKE STREET TRANSITWAY ADVISORY GROUP MEMBERSHIP

The purpose of this memo is to inform City Council of my appointments to the Duke Street Transitway Advisory Group.

On March 8th, 2022, City Council adopted a resolution (Attachment 1) to create a temporary Duke Street Transitway Advisory Group whose mission was to provide a recommendation to City Council on a preferred alternative for transit and transit-related improvements for the Duke Street Transitway project.

The City Manager appointed the following 6 members of the community to serve on the group:

- *Wendy Albert*, Small Business Owner (Tempo Restaurant)
- *Robert Brant*, Development Community Representative (Land-use attorney)
- *Namia Kearney*, At-Large Representative (East of Quaker, Renter Representative)
- *Leslie Catherwood*, At-Large Representative (East of Quaker)
- *Aaron Gofreed*, At-Large Representative (West of Quaker)
- *Govan Faine*, At-Large Representative (West of Quaker)

There are 5 additional members from groups and Commissions identified by the City Council. The groups' appointees are:

- *Casey Kane*, Transportation Commission Representative
- *Mindy Lyle*, Planning Commission Representative
- *Nawfal Kalam*, Alexandria Commission on Persons with Disabilities Representative
- *Yvette Jiang*, DASH Bus Riders Group Representative
- *Erin Winograd*, Federation of Civic Associations Representative (Wakefield-Tarleton)

The group will meet approximately once a month for the next 12 months to assist staff and the consultant team in the development of alternatives and a recommended plan for the transitway improvements along the Duke Street corridor (Attachment 2).

ATTACHMENTS:

Attachment 1: Resolution

Attachment 2: Duke Street Transitway Advisory Group Mission and Charge

STAFF:

Emily A. Baker, Deputy City Manager

Yon Lambert, Director, T&ES

Hillary Orr, Deputy Director, T&ES

Christopher Ziemann, Transportation Planning Division Chief, T&ES

Mark Schnauffer, Bus Rapid Transit Program Manager, T&ES

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WHEREAS, the Duke Street Transitway Advisory Group will comment on the Duke Street Transitway alternatives, conceptual plans, and preferred plan, and conduct specified tasks outlined in this resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ALEXANDRIA, VIRGINIA:

1. That there is hereby established the Duke Street Transitway Advisory Group (the "Advisory Group").
2. That the Advisory Group shall consist of eleven (11) members, and the composition of the group shall be as follows:
 - Transportation Commission member (1)
 - Planning Commission member (1)
 - Alexandria Commission on Persons with Disabilities member or designee (1)
 - DASH Bus Riders Group member or designee (1)
 - Federation of Civic Association member or designee (1)
 - At-large community representatives (4)
 - Representative of the development community (1)
 - Small independent business owner along the Duke Street corridor (1)

Two of the four at-large community representatives shall be residents located west of Quaker Lane. One representative shall be an apartment renter.

3. That the Chairs of the above-named groups shall nominate a member of their group to serve on the Advisory Group.
4. That the remaining four at-large, one development community, and one small independent business owner representatives will be appointed by the City Manager and represent interests unique to this project such as students, renters, businesses, minority communities, and non-driving households.

5. That the City Manager shall designate the Chair of the Advisory Group.
6. That the mission of the Advisory Group shall be to provide input on key deliverables and project recommendations related to the Duke Street Transitway planning and preliminary design.
7. That the Advisory Group's primary charge shall be to:
 - Represent the perspectives of their representative constituencies and communicate back to their respective groups as appropriate;
 - Consider and adopt the project vision and guiding principles;
 - Provide comments and recommendations for corridor design alternatives;
 - Recommend to Council to either adopt or reject the recommendation from the 2012 Transit Corridors Feasibility Plan; and
 - Provide an endorsement of a preferred alternative for City Council consideration.
8. That the Advisory Group shall work towards development of consensus provisions, brokered compromises and formal votes to the extent possible and, in cases where there are differing opinions, they shall be included in reports to City Council.
9. That staff assistance to the Advisory Group shall be managed by the Department of Transportation and Environmental Services (T&ES) with assistance from other City departments and offices as needed.
10. That pursuant to City Code Section 2-4-8, the Advisory Group shall meet on an ad hoc basis as needed for a limited duration of one year, unless otherwise extended by City Council.

Adopted: March 8, 2022



JUSTIN M. WILSON MAYOR

ATTEST:



Gloria A. Sitton, CMC City Clerk

Mission and Charge of the Duke Street Transitway Advisory Group

The Duke Street Transitway Advisory Group (the “Advisory Group”) will be a diverse group of residents, business owners, and transportation users of the Duke Street corridor who will help City staff and elected officials determine the future of transit improvements along the corridor.

The primary charge of the Advisory Group shall be to perform the following tasks:

- Adoption of the project’s Vision and Guiding Principles
- Provide comment and recommendations for alternatives
- Represent the perspectives of their representative constituencies and communicate back to their respective groups as appropriate
- Recommend to Council to either adopt or reject the recommendation from the 2012 Transit Corridors Feasibility Plan
- Provide an endorsement of a preferred alternative for City Council consideration

The Advisory group will meet approximately twelve (12) times throughout the 12 months of the planning, alternatives analysis, and preferred alternative selection tasks of the project. If warranted, the term can be extended 12 additional months by the City Manager.

Membership of the Advisory Group will consist of the following:

- Transportation Commission member (1)
- Planning Commission member (1)
- Alexandria Commission on Persons with Disabilities member or designee (1)
- DASH Bus Riders Group member or designee (1)
- Federation of Civic Association member or designee (1)
- At-large community representatives (4)
 - Minimum of 1 renter
 - Minimum of two representatives from west of Quaker Lane
- Corridor small business owner
- Representative of the development community (1)

For members representing commissions or associations, it is expected that they will assist with community engagement efforts by reporting back to and from their representative organizations.

Staff from the City’s Transportation and Environmental Services (T&ES) Department will coordinate this Advisory Group.

City Manager’s Office
City of Alexandria