

## SUMMARY CHARTER FOR A TRANSPORTATION COMMISSION

1. The Transportation Commission is created to advocate and promote development of balanced transportation systems for the City through oversight of the implementation of the transportation element of the City's Master Plan.
2. The responsibilities of the Commission include:
  - Maintaining a comprehensive transportation development program that identifies the City's long-range transportation needs.
  - Recommending on an annual basis a transportation improvement program for the upcoming six fiscal years.
  - Recommending priorities for project requests that are to be submitted for funding through state, regional and local transportation funding programs.
  - Approving and prioritizing project requests to be submitted for funding through federal and state grant programs.
  - Receiving reports and findings on transportation project development studies and recommending follow up actions.
  - Recommending transportation projects for addition to or deletion from the MPO and regional long-range transportation plans.
  - Recommending amendments to the transportation element of the City's Master Plan as may be necessary or desirable.
  - Preparing periodic reports on the City's progress in implementing its long-range transportation plan.
  - Providing upon request input to and support for the City's representatives to regional transportation bodies and serving as a public forum for matters these representatives may refer to the Commission.
  - Considering other related matters as may be referred to the Commission by Council or other bodies.
3. The Commission will receive public input through public meetings, work sessions and hearings as appropriate, and consider such input in its deliberations and recommendations.

4. The membership of the commission will consist of seven voting members and two ex-officio, nonvoting members:

Voting members

2 from the Planning Commission (nominated by chair, appointed by Council)  
1 from the Traffic and Parking Board (nominated by chair, appointed by Council)  
1 from the Environmental Policy Commission (nominated by chair, appointed by Council)  
1 from the Alexandria Transit Company Board of Directors (nominated by chair, appointed by Council)  
2 residents possessing qualifications in land-use, transportation and/or municipal finance; one residing east of Quaker Lane and one residing west of Quaker Lane (appointed by Council)

Ex-officio, nonvoting members

2 from among City Council's representatives to the Metropolitan Washington Council of Governments/Transportation Planning Board (MWCOG/TPB), Northern Virginia Transportation Authority (NVTA), Washington Metropolitan Area Transit Authority Board of Directors (WMATA) and Northern Virginia Transportation Commission (appointed by the Mayor)

Members shall be appointed for staggered terms of three years.

In aggregate, commission members should provide:

- Broad, city-wide perspective;
- Commitment to developing balanced, multi-modal transportation;
- Appreciation of transportation, land use and environmental interactions;
- Representation for both community and business viewpoints;
- General understanding of transportation and urban planning;
- Knowledge of urban transportation systems.

5. That staffing for the commission shall be provided by the Department of Transportation and Environmental Services (lead) and the Department of Planning and Zoning (support).