

City of Alexandria, Virginia

MEMORANDUM

DATE: JULY 23, 2015

TO: MEMBERS OF THE CITY COUNCIL

THROUGH: YON LAMBERT, DIRECTOR, TRANSPORTATION & ENVIRONMENTAL SERVICES

FROM: NATHAN MACEK, TRANSPORTATION COMMISSION CHAIR

SUBJECT: FY 2015 TRANSPORTATION COMMISSION ANNUAL REPORT

Purpose of the Annual Report: This Annual Report provides a summary of the activities undertaken by the Transportation Commission during FY 2015 (July 1, 2014 through June 30, 2015). The report includes a summary of activities by the Transportation Commission for the fiscal year, specific goals for the coming year, upcoming recruitment and leadership plans, and the commissioners' attendance.

Background: The Alexandria Transportation Commission was established in April 2008 to advocate and promote development of balanced transportation systems for the City through oversight of the implementation of the Transportation Chapter of the City's adopted Master Plan. The Commission is comprised of eleven members serving three year terms. The Commission includes the following representatives:

- 2 Members from the Planning Commission, nominated by the Commission
- 1 Member from the Traffic and Parking Board, nominated by the Board
- 1 Member from the Environmental Policy Commission, nominated by the Commission
- 1 Member from the Alexandria Transit Company Board of Directors, nominated by the Board
- 2 Citizen Members, who shall be residents of the City possessing qualifications in land-use, transportation and/or municipal finance, of whom one shall reside east of Quaker Lane and one west of Quaker Lane
- 2 Citizen members in addition to those provided for above, who shall be residents of the City, of whom one shall reside east of Quaker Lane and one west of Quaker Lane
- 2 Ex-officio, non-voting members from the City Council who serve on the boards of the Metropolitan Washington Council of Governments/Transportation Planning Board (TPB), Northern Virginia Transportation Authority (NVTA), Northern Virginia Transportation Commission (NVTC), or Washington Metropolitan Area Transit Authority (WMATA)

Membership and Appointments during FY 2015: Nathan Macek, who was elected as Chair in March 2014, was re-elected as Chair on March 18, 2015, and his term as chair will continue through December 2015. Mr. Macek represents the Planning Commission.

On November 11, 2014, Council approved an amendment to City Code Section 2-4-161 (Alexandria Transportation Commission – Composition) to add two additional citizen representatives to the Transportation Commission. This amendment was approved based on a recommendation by the Transportation Commission to add additional at-large members to help expand the pool of Commissioners to represent the Commission on various advisory groups, with the desire to keep civic and community engagement at the forefront of the City’s planning process. Two new citizen representatives were appointed in January and February 2015, including Scott Anderson (citizen east of Quaker Lane) and Christine Michaelis (citizen west of Quaker Lane).

During FY 2015, the following additional appointments were made: Monika Starnes resigned from the Commission, and was replaced by Annika Moman to represent the Environmental Policy Commission (appointed April 15, 2015); Stephen Klejst was appointed on October 14, 2014 to represent the Alexandria Transit Company Board of Directors, replacing Kerry Donley, who resigned from the Commission in May 2014.

Currently, there is one Commissioner who is both a representative from the Alexandria Transit Company (ATC) Board to serve on the Transportation Commission, and a representative of the Transportation Commission to the ATC Board. This is because the ATC Board by-laws do not allow for a person specifically appointed by the Transportation Commission. Stephen Klejst currently serves as the ATC Board representative. During FY 2015, the Commission raised concerns that these two positions should be represented by different persons, and that the Transportation Commission should determine the representative to the ATC Board. Staff has met with representatives of ATC and agreed that when Mr. Klejst has completed his term on the ATC Board, or if another vacancy occurs in the mean-time, the ATC Board will amend its by-laws to allow for a direct position appointed by the Transportation Commission. At that time, the Transportation Commission will appoint someone to serve on the ATC Board, and at the same time, the ATC Board will appoint a different person to serve on the Transportation Commission.

Ongoing members of the Commission include Vice-Chair Jerry King (Citizen east of Quaker Lane with transportation/land use experience), Jake Jakubek (Citizen west of Quaker Lane with transportation/land use experience), James Lewis (Traffic and Parking Board), Maria Wasowski (Planning Commission), and non-voting members Mayor William Euille and Councilmember Tim Lovain.

Upcoming Recruitment Plans for FY 2015: As described above, the Commission experienced significant turnover in its membership during FY 2015. As a result the Commission does not foresee the need to recruit new members in FY 2016 unless there are unexpected resignations.

The new members will be brought up to speed on the work of the Commission during FY 2016 and members will be assigned to various committees of City-wide planning initiatives.

Attendance: During FY 2015, a total of eleven (11) Transportation Commission meetings were held. The Commission does not meet during the month of August. A quorum was met for all eleven meetings. The average attendance throughout FY 2014 was eight Commissioners, plus staff. All of the voting members of the Transportation Commission attended at least 75 percent of the meetings.

FY 2015 Transportation Commission Attendance Summary

Member's Name	2014					2015						% Attendance
	Jul	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	
Scott Anderson						X	X	X	X	X	X	100%
William Euille	X	X	E	E	U	E	U	X	X	X	U	73%
Jake Jakubek	X	X	X	X	X	E	X	X	X	E	X	100%
Jerry King	X	X	X	X	X	X	X	X	X	X	X	100%
Stephen Klejst			E	X	X	X	X	X	X	X	E	100%
James Lewis	E	X	X	E	X	E	X	X	X	X	X	100%
Tim Lovain	X	X	X	X	X	X	X	U	X	X	X	91%
Nathan Macek	X	X	X	X	X	X	E	X	X	X	X	100%
Christine Michaelis							X	X	X	X	X	100%
Annika Moman								X	X	X	X	100%
Monica Starnes	X	U	X	E								75%
Maria Wasowski	E	X	X	X	E	X	X	X	X	X	X	100%
TOTAL ATTENDANCE	6	7	7	6	6	6	8	10	11	10	9	8

Avg. Attendance

U = Unexcused

E = Excused

X = Attended

Shaded = Not a Commissioner during this period

Role of the Transportation Commission:

The responsibilities of the Transportation Commission include:

- 1) Maintaining a comprehensive transportation development program that identifies the City's long-range transportation needs;
- 2) Recommending on an annual basis a transportation improvement program for the ten fiscal years next ensuing;
- 3) Recommending priorities for project requests that are to be submitted for funding through state, regional and local transportation funding programs;
- 4) Recommending and prioritizing project requests that are to be submitted for funding through federal and state grant programs;
- 5) Receiving reports and findings on transportation project development studies and recommending follow up actions;
- 6) Recommending transportation projects for addition to or deletion from the metropolitan planning organization and regional long-range transportation plans;

- 7) Recommending such amendments as may be necessary or desirable to the transportation chapter of the City’s adopted Master Plan;
- 8) Preparing periodic reports on the City’s progress in implementing its long-range transportation plan;
- 9) Providing input to and support for the City’s representatives to regional transportation boards and authorities, and serving as a public forum for discussion and consideration of matters such representatives may refer to the commission; and,
- 10) Considering such other transportation related matters as may be referred to the commission by city council and other City boards and commissions.

The Commission developed a prioritization scheme to rank transportation projects identified in City policies and adopted plans that further the objectives of the Transportation Master Plan and City policy guidance. The prioritized list of projects is adopted as an unconstrained Transportation Long Range Plan (LRP). The LRP is a tool that is used by the Commission and other elected and appointed bodies to make recommendations for funding of transportation projects and initiatives, and is updated on an annual basis. In May of 2015, a subcommittee of the Transportation Commission recommended updates to the prioritization scheme, primarily adding a “safety” category. The new prioritization scheme was approved by the full Commission, and used during the update of the 2015 LRP.

Major Initiatives during FY 2015: The Transportation Commission undertook a number of initiatives during FY 2015. These are shown in the table below and on the following pages.

Major Initiatives Reviewed by Transportation Commission in FY 2015

INITIATIVE	DESCRIPTION	SCHEDULE
2014 Transportation Long Range Plan (LRP)	At the September 17, 2014 meeting, the Commission held a public hearing and approved the 2014 Long Range Plan, which priorities transportation projects for which no funding has yet been identified.	May - Sept 2014
Potomac Yard Metrorail Station	The Commission received regular written and oral updates from staff throughout 2014 and 2015 on the Potomac Yard Metrorail station. On May 11, 2015, a public hearing was held regarding the Locally Preferred Alternative for the Metrorail station, and the Commission endorsed Alternative B, which was ultimately adopted by Council. Jerry King represents the Transportation Commission on the Potomac Yard Metrorail Implementation Work Group.	Ongoing throughout FY 2015
West End Transitway Alternatives Analysis and Environmental Assessment (AA/EA)	The Commission received regular written and oral updates from staff throughout 2014 and 2015 on the West End Transitway project. Jake Jakubek represents the Transportation Commission on the project Advisory Committee.	Ongoing throughout FY 2015

Major Initiatives Reviewed by Transportation Commission in FY 2015 (Cont.)

INITIATIVE	DESCRIPTION	SCHEDULE
Route 1 Transitway (Metroway)	The Metroway operation began on August 24, 2014. The Commission received written updates from staff throughout 2014 and 2015 on the Metroway, including ridership statistics.	Ongoing throughout FY 2015
Capital Bikeshare Update	The Commission received regular written updates from staff on the status of the Capital Bikeshare program, including plans to expand the program to Carlyle and Del Ray. On December 17, 2014 the Commission received an update on the program, including statistics on membership and trips.	Ongoing throughout FY 2015
Pedestrian and Bicycle Master Plan Update	The Commission received regular written and oral updates from staff throughout 2014 and 2015 on the Pedestrian and Bicycle Master Plan Update, including the planning process, issues, needs, and vision and goals. Christine Michaelis replaced Kevin Posey (who was serving as a designee) as the representative on the Ad Hoc Advisory Committee. The project is anticipated to be completed in late 2015	Ongoing throughout FY 2015
Eisenhower West Small Area Plan	The Commission received regular written and oral updates from staff throughout 2014 and 2015 on the Eisenhower West Small Area Plan and Transportation Study. On April 15, 2015, the Commission considered the existing conditions, the multimodal bridge analysis, and next steps. Maria Wasowski represents the Transportation Commission on the Eisenhower West Steering Committee.	Ongoing throughout FY 2015
Oakville Triangle / Route 1 Corridor Plan	Throughout FY2015, the Commission received written updates from staff on the Oakville Triangle / Route 1 Corridor Plan. On May 11, 2015, the Commission received a presentation of the existing conditions and issues, and results of the traffic analysis. Maria Wasowski chairs the Corridor Advisory Group.	Ongoing throughout FY 2015
GW Parkway / Memorial Circle Transportation Plan	On September 17, 2014, the Commission received a report from the National Park Service (NPS) on the transportation plan and environmental assessment for the Memorial Circle area of the George Washington Memorial Parkway. The Commission provided a letter to the Council with its concerns and recommendations for the project, which ultimately adopted the Commission's position on behalf of the City.	September 2014
FY2016-2021 CMAQ / RSTP Funding Requests	In November 2014, the Commission reviewed the candidate list of Congestion Mitigation and Air Quality Improvement Program (CMAQ/RSTP) projects (total of \$22.8 million) proposed for FY2016-21, and provided a recommendation to Council (for approval at its December 9, 2014 meeting). The project list was approved by the NVTA Board, and was forwarded to the Commonwealth Transportation Board for approval.	November 2014

Major Initiatives Reviewed by Transportation Commission in FY 2015 (Cont.)

INITIATIVE	DESCRIPTION	SCHEDULE
FY 2016 Operating Budget and FY 2016-2025 CIP	In November 2014 the Commission approved a motion to provide guidance on the FY 2016-25 CIP to the City Manager's Office, in light of projected lower revenues and requests from WMATA for additional funding. The guidance was outlined in a letter sent to the Council on December 3, 2014. The Commission received additional briefings from staff in January and February 2015, and the Commission reiterated its priorities in a letter to Council on February 20, 2015. The Commission held a public hearing on the proposed FY 2016 CIP on March 18, 2015. The Commission endorsed the budget with requests for additional changes, if budget allowed, including expansion and operation of Capital Bikeshare, expansion of DASH service, and consolidation of trail projects. Letters were sent to Council on March 23 and April 21 outlining Commission recommendations. Council ultimately funded these priorities in its adopted budget. The Commission also participated in the City's November 3, 2014 Board, Committee and Commission Chairs and Community Leaders Meeting and presented to Council at the Budget Public Hearing on March 16, 2015 and the Budget Work Session on the "Livable, Green, & Prospering City" Focus Area on April 9, 2015.	November 2014 thru March 2015
Route 7 Transitway Study – Phase 2	On January 21, 2015, the Commission received a presentation from NVTC on the planning process for the Route 7 Transitway Study – Phase 2 (Alternatives Analysis), which includes analysis of six alternatives. Phase 1 was completed in December 2013.	January 2015
Parking Standards for Multifamily Residential Development	On March 18, 2015, the Commission held a public hearing on the proposed text amendment related to parking standards for multifamily residential development. The Commission sent a letter to Council on March 23, 2015 endorsing the proposed text amendment for parking standards. The new standards were ultimately adopted by Council. Nathan Macek chairs the Advisory Task Force; former member Kerry Donley represented the Transportation Commission.	March 2015
NVTA FY 2015-16 Two Year Program / Project Evaluations	On March 18, 2015, the Commission held a town hall and staff provided an overview of the project list for receiving 70% regional funding through the NVTA. The Commission provided a letter to NVTA on March 24 endorsing the project list.	March 2015
WMATA Capital and operations planning process	The Commission requested a presentation from staff on WMATA's bus operations planning and how Alexandria interfaces with these activities.	April 2015
2015 Transportation Long Range Plan (LRP)	At the April 15, 2015 meeting, the Commission received a staff report on the process for the 2015 update of the LRP. On May 11, an LRP subcommittee held a work session to discuss project prioritization, and staff provided an overview of the proposed project additions and deletions. Staff brought back the combined scores of the Commission prioritizations at the June 17 meeting, A public hearing and approval of the 2015 LRP is anticipated in fall 2015.	April 2015 thru July 2015

Major Initiatives Reviewed by Transportation Commission in FY 2015 (Cont.)

INITIATIVE	DESCRIPTION	SCHEDULE
Commonwealth Transportation Board Six Year Plan	On April 28, Nathan Macek, Transportation Commission Chair, provided testimony on the draft FY 2016 to FY 2021 Six-Year Improvement Program on behalf of the City of Alexandria to members of the Commonwealth Transportation Board (CTB). The testimony focused on improvements of mobility options with legislation such as House Bill (HB) 2313 and HB 1887 that provide addition funding to the City. The testimony elaborated on the partnership that extended the City a \$50 million loan through the Virginia Transportation Infrastructure Bank for the Potomac Yard Metrorail Station, funding for construction of the I-395 South Widening Project, and continued support for Washington Metropolitan Area Transit Authority.	May 2015
Complete Streets	The Commission received updates from staff on the City's Complete Streets program and priorities on May 11, 2015 including program and project accomplishments over the prior year, upcoming projects, and the FY 2016 Resurfacing schedule.	May 2015
Alexandria Transit Development Plan	The Commission received an updated from staff and consultants of the Virginia Department of Rail and Public Transportation (DRPT) on June 17 regarding the Alexandria Transit Development Plan, which is being managed by DRPT. The project recommendations will be brought to the Commission later in 2015, prior to Council adoption.	June 2015
Old Town Area Parking Study	The Commission received written updates from staff on the Old Town Area Parking Study (OTAPS). Nathan Macek is the Transportation Commission representative on the OTAPS Work Group. The recommendations will be brought to the Commission in fall 2015, prior to Council adoption.	Ongoing throughout FY 2015
Funding Updates	The Commission received updates from staff on the City budget, status of funding, and other issues related to various regional boards / agencies that affect the City. In FY 2015, the commission received regular updates from staff on new transportation funding from the Commonwealth of Virginia.	Ongoing throughout FY 2015

Goals for FY 2016: The Transportation Commission is expected to advise on the following funding items during FY 2016:

- Funding Issues
- FY 2017-22 CMAQ / RSTP funding
- FY 2017-2026 Capital Improvement Program and FY 2017 Operating Budget, including funding to update to the Transportation Master Plan

- 2016 Transportation Long Range Plan
- State Six Year Improvement Plan

In addition, during 2015 the Commission expects to have a significant role in the following planning projects and City-wide initiatives:

Eisenhower West Transportation Study and Small Area Plan: The City initiated the planning for the Eisenhower West Small Area Plan and related Transportation Study in the late 2013. The transportation study began in spring 2014 and the Small Area Plan began in July 2014. A Steering Committee was appointed, and includes a Transportation Commission representative (Maria Wasowski). Staff will bring the results of the transportation recommendations in fall 2015, prior to the Council review. In addition, a public hearing will be held on the Clermont Avenue interchange with I-95 Environmental Assessment Update.

Potomac Yard Metrorail Station: The preparation of the Final Environmental Impact Statement (FEIS) will be conducted during FY 2016, including a public discussion of proposed mitigation measures in the fall 2015. The FEIS and Record of Decision is anticipated in early 2016. In addition, procurement of the design-build contract will begin and run concurrently with the FEIS process. Staff will provide updates on the FEIS process during FY 2016.

Oakville Triangle / Route 1 Corridor Project: The City initiated the planning for the Oakville Triangle / Route 1 Corridor Project in summer 2014. Staff will continue to provide updates to the Commission and seek input at key stages of the project, including the development of a transportation study. The Advisory Group for this project is chaired Transportation Commission member Maria Wasowski.

Old Town Area Parking Study (OTAPS): In 2015, the OTAPS Work Group was reconvened to review parking meter restrictions and residential parking policies in Old Town. Nathan Macek is the Transportation Commission representative on the Work Group. The Work Group will review the final recommendations in August 2015 prior to being presented to the Transportation Commission, Traffic and Parking Board and Council in the fall 2015.

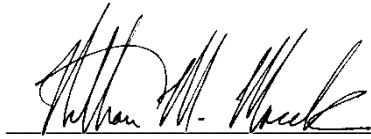
Pedestrian and Bicycle Master Plan: The City began the update of the Pedestrian and Bicycle Master Plan and Complete Streets Design Guidelines in Spring 2014. An Ad Hoc Advisory Committee was established by Council, and the Transportation Commission representative is Christine Michaelis. Staff will present the project recommendations in the fall of 2015 and ask for Commission endorsement of the plan, prior to the Council review.

West End Transitway (Corridor C) Alternatives Analysis / Environmental

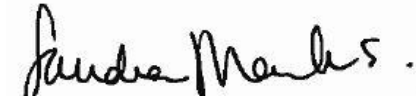
Assessment: In 2014, the City began the AA/EA on the West End Transitway (Corridor C) to identify a proposal alignment and recommend an alternative that will be carried forward for design and construction. The Commission will continue to review the progress of this study. The AA/EA is anticipated to come back to the Commission in fall/winter 2015 for an endorsement of the Locally Preferred Alternative (LPA). The Commission appointed Jake Jakubek to serve on the project Advisory Committee.

Old Town North Small Area Plan: In late 2015, the City will begin the planning process for the Old Town North Small Area Plan, which will include an advisory group. Staff will continue to provide updates to the Commission and seek input at key stages of the project.

APPROVED:



Nathan Macek, Chairperson



Sandra Marks, Deputy Director, T&ES