



## ***City of Alexandria, Virginia***

### **Ad Hoc Motorcoach Task Force**

#### **Meeting Minutes**

**05 October 2009**

**Sister City Room, Room 1101, City Hall**

#### **Attendees**

**Task Force Members:** Rich Baier (chair), Mayor William D. Euille, Councilman Paul Smedberg, Poul Hertel, Greg Ogden, Bert Ely, Charlotte Hall, Hubert Herre, Ellen Stanton, Nick Gregory, Tara Zimnick-Calico, Captain David Ray (for Chief Earl Cook), Rob Aronson, Timothy Elliott, Lorraine Lloyd, Stephanie Brown, Yon Lambert (staff), Karen Callahan (staff).

**Guest:** Amy Slack, Engin Artemel, William Bartow, Jeff Bodnar, Joanne Platt, Eddie Reyes (staff),

**Executive Summary:** The primary meeting topics were to review short-term progress made by staff since the last meeting in April and the Motorcoach on-line registration business rules.

#### **1. Welcome & Introductions**

Rich Baier opened the meeting by welcoming all. He welcomed and introduced the most recent Task Force member to join the group, Timothy Elliott of Old Town Civic Association.

#### **2. Review Short-Term Action Items** – Yon Lambert reported that an internal staff working group has been established. The group has held meetings to address motorcoach operational issues, loading/unloading and parking. Staff has made progress on all of the Task Force recommendations approved by City Council and the Traffic and Parking Board in Spring 2009.

- **Motorcoach Counts** - Staff Transportation Engineer, Matt Melkerson presented the results of the April and June motorcoach counts. Next counts will be in October and December.
- **Enforcement** - Captain David Ray of the Alexandria Police Department reported on the number of police hours performance, citations and warnings given to motorcoach drivers by the Police's Motor Unit and Parking Unit from March 31 – April 30. Future enforcement efforts will be led by the Police Parking Unit.



- **24-Hour Motorcoach Information Phone Number** - A phone number has been set aside for motorcoach outreach and communications. Acquiring an a.m. radio station was researched but found to be too costly and extremely long waits for FCC approval.
- **Rack Card** - Yon Lambert presented a draft two-sided Do's & Don'ts rack card produced by the city work group and designed by the city's Communications office. The rack card contains contact information for City and ACVA staff and is intended primarily as an enforcement handout.

**3. Motorcoach Registration System** - The staff Motorcoach Work Group has been working on a framework for a registration system based on the City Council's direction and intended for implementation by March 2010. Staff received feedback from the Task Force regarding the business rules for the registration system. Staff will make changes and e-mail the business rules to the Task Force for feedback.

**4. April 22 Minutes**

**5. Public and Task Force Question & Answer**

**Amy Slack-** Suggested that if the Task Force revisit previously considered parking locations, and those locations were put under the permit system, residents in the adjacent communities may find comfort that the parking will be seasonal and the duration of parking times will be controlled by the City.

**Next Meeting: November 2, 2009 from 5-7 pm, City Hall – SisterCities Room 1101**