

City of Alexandria, Virginia

MEMORANDUM

DATE: JANUARY 3, 2005

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: MICHELE R. EVANS, ASSISTANT CITY MANAGER *MRE*

SUBJECT: GRANT APPLICATION AND RESOLUTION FOR FY 2006 FUNDING FOR THE ALEXANDRIA RIDESHARE PROGRAM

ISSUE: Consideration of a grant application and resolution for FY 2006 funding for the continuation of the ALEXANDRIA RIDESHARE Program and to fund a new public transportation intern.

RECOMMENDATION: That City Council adopt the attached resolution (Attachment) and authorize the City Manager to:

- (1) Submit a grant application and the resolution to the Virginia Department of Rail and Public Transportation for FY 2006 funding:
 - (a) in the amount of \$140,355, which will be matched by \$35,084 of City funds, for a total program of \$175,419, for the continuation of the City's ridesharing services through ALEXANDRIA RIDESHARE; and
 - (b) in the amount of \$23,750, which will be matched by \$1,250 of City funds, for a total of \$25,000 to hire a new public transportation intern;
- (2) Approve the continuation of two full-time grant-funded positions (Transit Specialist I and Transit Services Assistant I) to administer the ongoing ALEXANDRIA RIDESHARE program. Continuation of these positions is contingent upon continuation of funding from the Virginia Department of Rail and Public Transportation or other non-City sources; and
- (3) Execute all necessary documents that may be required under this program.

DISCUSSION: The Virginia Department of Rail and Public Transportation has requested that grant proposals for FY 2006 state aid for ridesharing projects designed to decrease traffic congestion and improve air quality be submitted by February 1, 2005. State aid will finance 80 percent of administrative and other costs associated with the development, implementation and continuation of the City's approved ridesharing program.

The City has operated a ridesharing program since 1981, and each year has applied for and received funds from the Commonwealth of Virginia. ALEXANDRIA RIDESHARE is a part of the comprehensive transit and commuter services program administered and coordinated by the City's Office of Transit Services and Programs in the Department of Transportation and Environmental Services. The primary goals of ALEXANDRIA RIDESHARE are to mitigate congestion by decreasing the number of single occupant vehicles operating within the City during peak commuting hours, to improve air quality and mobility, to promote the efficient use of existing transit and to decrease the demand for parking.

To accomplish these goals, ALEXANDRIA RIDESHARE staff educate citizens about the availability and benefits of alternative modes of transportation so that they are able to make informed choices about how they travel. Alternative modes of commuting include carpools, vanpools, transit, teleworking and bicycle riding.

The staff also facilitates the use of alternative modes of transportation by providing information and free route/ride matching services to citizens. The ridematching service is available through ALEXANDRIA RIDESHARE's involvement in Commuter Connections, a network of regional ridesharing organizations within the Metropolitan Washington Council of Governments.

Other activities that ALEXANDRIA RIDESHARE accomplishes to achieve its goals include:

- assisting employers with the formation of employee commuter benefit programs that encourage employees to choose alternative modes of transportation; resources include transit benefit program start-up funds, collateral materials and transit fair presentations;
- assisting developers with the implementation of programs that will reduce peak period single occupant vehicle trips; these programs can include transit fair presentations and outreach to development tenants;
- promoting the use of all forms of transit, high occupancy vehicle lanes, park and ride facilities, teleworking and bicycling through promotional participation in civic activities; and
- disseminating information about alternative modes of transportation via community resource sites, mail, media outlets and the Internet.

As part of the metropolitan Washington region, Alexandria shares the responsibility for improving the air quality status of the region. In improving the air quality, Alexandria also better serves its residents and visitors through safer air quality. The ALEXANDRIA RIDESHARE program is dedicated to reducing bad ozone days by reducing the number of single occupancy vehicles traveling throughout the City during peak period hours.

Ongoing development in Alexandria also makes it crucial for the City to sustain a program that will reduce the number of single occupant vehicles associated with both existing and upcoming employment and residential sites. The promotion of rideshare services and alternative transportation modes will make it possible to responsibly address the needs of a growing city by maximizing existing resources.

The Office of Transit Services and Programs' Ridesharing program is actively involved in many of the important issues facing the City of Alexandria. The Office of Transit Services was part of an inter-departmental working group that developed a formal pilot telework program for the City of Alexandria employees, which became operational in November 2004. In another area, the office continues to be very involved in making people from the United States Patent and Trademark Office (PTO) aware of travel options other than single occupancy vehicles. As part of the office's efforts, a Commuter Handbook has been produced for the PTO to indicate all transit and ridesharing options which are available to employees living in specific portions of the metropolitan area. This information is being distributed to all employees in cooperation with the PTO and plans are being made to have Ridesharing staff present at transit-ridesharing fairs at the PTO. In addition to working with the PTO, the City of Alexandria has assisted Carlyle Management, a Transportation Management Plan (TMP) property, and DASH, with the restructuring of two separate DASH routes that now run through the property.

One of the primary goals of the City's Strategic Plan is an integrated, multimodal transportation system that efficiently and effectively gets people from "A" to "B." The first objective under this goal is to increase the percentage of residents and commuters who use mass transit. A very important activity in accomplishing this goal is to improve our transportation infrastructure. During the past year, a significant amount of data about bus stops and their usage has been collected by the City and DASH. In order to use this data effectively, it must be organized and displayed in such a manner that the City can develop a multi-year program for improving transit services in the City. The City is proposing to apply for funds from the Commonwealth of Virginia to fund a new public transportation intern for one year to assist us in performing this important task.

FISCAL IMPACT: The total ALEXANDRIA RIDESHARE budget under this grant proposal is equal to \$175,419. To apply for this grant, the City must identify a 20 percent City contribution in the amount of \$35,084 to match the City's request to the Virginia Department of Rail and Public Transportation for \$140,335 in state funds. The City's matching contribution will be available through monies in the proposed FY 2006 ridesharing program budget. It should be noted that there are no monies available in the City budget to continue these activities once the grant funds are expended. The City will also apply for \$23,750 from the Commonwealth of Virginia to fund a new public transportation intern for FY 2006. The City will match these funds with \$1,250 from the T&ES operating budget.

The grant application may be reviewed in the Office of Management and Budget, Room 3600, City Hall, during normal office hours.

ATTACHMENT: Resolution

STAFF:

Richard Baier, P.E., Director, T&ES

Thomas Culpepper, Deputy Director/Transportation and Transit, T&ES

James Maslanka, Division Chief/Transit Services, T&ES

Bruce Johnson, Director, OMB

Jean Wilson, Division Chief/Administration, T&ES

Vanessa Vega, Rideshare Coordinator, T&ES

RESOLUTION NO. _____

WHEREAS, in accordance with Virginia Department of Rail and Public Transportation allocation procedures, it is necessary that a request by City Council resolution be made in order that the Virginia Department of Rail and Public Transportation fund a rideshare program in the City of Alexandria and to fund a public transportation intern;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL that the City Manager is authorized, for and on behalf of the City of Alexandria, hereafter referred to as the PUBLIC BODY, to execute and file an application to the Department of Rail and Public Transportation, Commonwealth of Virginia, hereafter referred to as the DEPARTMENT, for a grant of financial assistance in the amount of \$140,355 to defray the costs borne by the PUBLIC BODY for continuation of the ALEXANDRIA RIDESHARE program and to accept from the DEPARTMENT grants in such amounts as may be awarded, and to authorize the City Manager to furnish the DEPARTMENT grants in such amounts as may be awarded, and to authorize the City Manager to furnish to the DEPARTMENT such documents and other information as may be required for processing the grant request. The City Council certifies that the funds shall be used in accordance with the requirements of Section 58.1-638.A.4 of the Code of Virginia.

BE IT FURTHER RESOLVED BY THE CITY COUNCIL that the City Manager is authorized, for and on behalf of the City of Alexandria, hereafter referred to as the PUBLIC BODY, to execute and file an application to the Department of Rail and Public Transportation, Commonwealth of Virginia, hereafter referred to as the DEPARTMENT, for a grant of financial assistance in the amount of \$23,750 to defray the costs borne by the PUBLIC BODY to fund a public transportation intern and to accept from the DEPARTMENT grants in such amounts as may be awarded, and to authorize the City Manager to furnish the DEPARTMENT grants in such amounts as may be awarded, and to authorize the City Manager to furnish to the DEPARTMENT such documents and other information as may be required for processing the grant request. The City Council certifies that the funds shall be used in accordance with the requirements of Section 58.1-638.A.4 of the Code of Virginia.

BE IT FURTHER RESOLVED that the PUBLIC BODY will provide funds in the amount of \$35,084, which will be used as a 20 percent match to the state funds in the ratio as required in such Act, that the records of receipts of expenditures of funds granted the PUBLIC BODY may be subject to audit by the DEPARTMENT and by the State Auditor of Public Accounts, and that funds granted to the PUBLIC BODY for defraying the expenses of the PUBLIC BODY shall be used only for such purposes as authorized in the Code of Virginia.

BE IT FURTHER RESOLVED that the PUBLIC BODY will provide funds in the amount of \$1,250, which will be used as a 5 percent match to the state funds in the ratio as required in such Act, that the records of receipts of expenditures of funds granted the PUBLIC BODY may be subject to audit by the DEPARTMENT and by the State Auditor of Public Accounts, and that funds granted to the PUBLIC BODY for defraying the expenses of the

PUBLIC BODY shall be used only for such purposes as authorized in the Code of Virginia. The undersigned duly qualified and acting as City Clerk of the **PUBLIC BODY** certifies that the foregoing is a true and correct copy of a Resolution, adopted at a legally convened meeting of the City Council held on the 11th day of January 2005.

ADOPTED: _____
DATE

WILLIAM D. EUILLE, MAYOR

ATTEST:

JACQUELINE M. HENDERSON, CITY CLERK

RESOLUTION NO. 2131

WHEREAS, in accordance with Virginia Department of Rail and Public Transportation allocation procedures, it is necessary that a request by City Council resolution be made in order that the Virginia Department of Rail and Public Transportation fund a rideshare program in the City of Alexandria and to fund a public transportation intern;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL that the City Manager is authorized, for and on behalf of the City of Alexandria, hereafter referred to as the PUBLIC BODY, to execute and file an application to the Department of Rail and Public Transportation, Commonwealth of Virginia, hereafter referred to as the DEPARTMENT, for a grant of financial assistance in the amount of \$140,355 to defray the costs borne by the PUBLIC BODY for continuation of the ALEXANDRIA RIDESHARE program and to accept from the DEPARTMENT grants in such amounts as may be awarded, and to authorize the City Manager to furnish the DEPARTMENT grants in such amounts as may be awarded, and to authorize the City Manager to furnish to the DEPARTMENT such documents and other information as may be required for processing the grant request. The City Council certifies that the funds shall be used in accordance with the requirements of Section 58.1-638.A.4 of the Code of Virginia.

BE IT FURTHER RESOLVED BY THE CITY COUNCIL that the City Manager is authorized, for and on behalf of the City of Alexandria, hereafter referred to as the PUBLIC BODY, to execute and file an application to the Department of Rail and Public Transportation, Commonwealth of Virginia, hereafter referred to as the DEPARTMENT, for a grant of financial assistance in the amount of \$23,750 to defray the costs borne by the PUBLIC BODY to fund a public transportation intern and to accept from the DEPARTMENT grants in such amounts as may be awarded, and to authorize the City Manager to furnish the DEPARTMENT grants in such amounts as may be awarded, and to authorize the City Manager to furnish to the DEPARTMENT such documents and other information as may be required for processing the grant request. The City Council certifies that the funds shall be used in accordance with the requirements of Section 58.1-638.A.4 of the Code of Virginia.

BE IT FURTHER RESOLVED that the PUBLIC BODY will provide funds in the amount of \$35,084, which will be used as a 20 percent match to the state funds in the ratio as required in such Act, that the records of receipts of expenditures of funds granted the PUBLIC BODY may be subject to audit by the DEPARTMENT and by the State Auditor of Public Accounts, and that funds granted to the PUBLIC BODY for defraying the expenses of the PUBLIC BODY shall be used only for such purposes as authorized in the Code of Virginia.

BE IT FURTHER RESOLVED that the PUBLIC BODY will provide funds in the amount of \$1,250, which will be used as a 5 percent match to the state funds in the ratio as required in such Act, that the records of receipts of expenditures of funds granted the PUBLIC BODY may be subject to audit by the DEPARTMENT and by the State Auditor of Public Accounts, and that funds granted to the PUBLIC BODY for defraying the expenses of the PUBLIC BODY shall be used only for such purposes as authorized in the Code of Virginia. The undersigned duly qualified and acting as City Clerk of the PUBLIC BODY certifies that the foregoing is a true and correct copy of a Resolution, adopted at a legally convened meeting of the City Council held on the 11th day of January 2005.

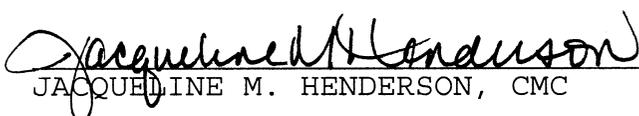
ADOPTED: January 11, 2005



WILLIAM D. EUILLE

MAYOR

ATTEST:



JACQUELINE M. HENDERSON, CMC

CITY CLERK