**Memorandum**

August 6, 2012

To: Morgantown Traffic Commission, City Council, and City Manager

From: Morgantown Pedestrian Safety Board and Morgantown Bicycle Board

Re: Serving Multimodal Transportation Needs

The Morgantown Traffic Commission was established by City Ordinance Part 1, Chapter 7, Article 151.01 on October 21, 2008. Shortly thereafter, standing committees were created as advisory boards to the Traffic Commission to study and provide policy advice in regard to pedestrian and bicycle safety: Pedestrian Safety Board (PSB) and the Bicycle Board (BB). However, these issues are not directly stated in the charge of the Traffic Commission “to act as an advisory board on matters relating to the movement and regulation of traffic within the City…” In short, *traffic* typically refers to circulation of motorized vehicles.

The PSB generated a Pedestrian Safety Plan approved by the Traffic Commission on January 27, 2009 that was subsequently updated August 13, 2010. The PSB continues to study and provide policy advice on pedestrian safety and community walkability to the Traffic Commission. The BB has similarly been working to is to make Morgantown a Bicycle Friendly Community as defined by the League of American Bicyclists.

At this point in time at the state level, the notion of multimodal street design is being considered as the best practice for transportation planning and infrastructure investments. This philosophy is mirrored in the Monongalia County Metropolitan Planning Organization Comprehensive Transportation Plan process as well as the City of Morgantown’s Comprehensive Plan process. It would be advisable to model policy advisory boards as well as project review procedures (e.g. public Capital Improvement Projects and private development projects) in a similar fashion so that those completed plans will have the best chance for successful implementation.

The attached draft ordinance is designed to provide an alternative Commission that would simultaneously meet all of these needs for multimodal transportation policy advice and project review. It is modeled closely after the original Traffic Commission ordinance. However, as a point of difference, it is recommended that City Council members serve on citizen advisory commissions in an ex-officio capacity, as the commission itself is designed to advise them in their Council capacity.

It is suggested that the Transportation Commission be created and then the Traffic Commission be dissolved through two consecutive votes of the Council.

Many thanks for your consideration.

THE MORGANTOWN TRANSPORTATION COMMISSION

XXX.xx ESTABLISHED.

There is hereby established and created a Transportation Commission for the City, the official name of which shall be “The Morgantown Transportation Commission”. (1967 Code Sec. 2-99.)

151.02 COMPOSITION AND MEMBERSHIP.

The Transportation Commission shall be composed of: one resident from each of the City wards; one resident at-large to represent bicycling; and one resident at-large to represent walking. All ward and at-large members shall be appointed by Council. Ex-officio members of the Transportation Commission shall include: a member of City Council; the City Engineer, or his/her designee; the City Planning Director, or his/her designee; the City Police Chief, or his/her designee; the City Fire Chief, or his/her designee; the Municipal Airport Director, or his/her designee; the Monongalia County Metropolitan Planning Organization, or his/her designee; the West Virginia University Transportation and Parking Director, or his/her designee; and the Mountain Line Transit General Manager, or his/her designee.

The ex-officio members shall serve without any specific term and shall serve by virtue of their office, enjoying all rights of membership except a vote. The City Council member shall serve until his or her current respective term on City Council expires. The members appointed by ward residency, and the at-large members shall each serve for a term of three years. (Ord. 12-xx. Passed xx-xx-xx.)

XXX.xx OFFICERS AND RULES OF PROCEDURE.

The City Engineer shall call the first meeting of the Transportation Commission. The Commission shall meet at least once a month, and shall select from its own membership a chairperson. The Commission may establish standing or ad hoc committees through which to pursue its charge. The Commission shall adopt its own rules of procedure and shall keep minutes of regular and special meetings and shall make periodic reports, at least semi-annually or as otherwise required by law, to the City Council and the City Manager indicating the Commission’s financial condition and such other reports and information as the City Council may require in accordance with Section 4.02 of the Ordinance. (Ord. 12-xx. Passed xx-xx-xx.)

XXX.xx DUTIES.

The duties of the Transportation Commission shall be to act as an advisory board to City Council on matters relating to: (1) the movement and regulation of motor vehicles, bicycles, and pedestrians within the City, (2) transportation planning, (3) physical development projects impacting transportation infrastructure, and (4) the ways, means, and methods of improving transportation and the administration and enforcement of transportation laws and regulations. The Transportation Commission may also carry out educational activities in transportation matters and receive citizen input pertaining to transportation issues. The Commission may request the assistance and advice of any other department or official of the City. The City Engineer shall provide primary services for agendas, minutes, studies and implementation of tasks resulting from Commission actions. (Ord. 12-xx. Passed xx-xx-xx.)