



**DEPARTMENT OF TRANSPORTATION
AND ENVIRONMENTAL SERVICES
P.O. Box 178 – City Hall
Alexandria, Virginia 22313**

alexandriava.gov

703-746-4025

17 March 2010

Dear Business Owner,

Please make plans to join us on *Thursday, March 25 from 2 to 3:30 pm at City Hall (Room 1101)* for a hands-on tutorial about the City's new on-line Motorcoach Parking Reservation system for tour and school bus parking. The reservation system will include the spaces in Old Town as well as at the G.W. National Masonic Memorial.

Alexandria welcomes motorcoaches, tour buses and school buses but as you may know beginning April 1 buses may no longer park in Old Town without a reservation.

This policy change is one of several recent management strategies adopted by the City and was a recommendation of the city's Ad Hoc Motorcoach Task Force. Working collaboratively since 2008, the Task Force's goal has been to develop a proactive approach to motorcoach management that recognizes the economic value of the industry and balances its operational needs with measures to limit intrusive effects on Alexandria's neighborhoods, the environment, quality of life, traffic and parking.

Last year, the City added new motorcoach parking, loading and unloading spaces, increased its outreach efforts and made important traffic operation changes to improve the flow of motorcoach traffic in Old Town. In 2010, the City will debut a motorcoach information hotline (703-746-4020) and the on-line parking registration system. With your help, we can ensure that motorcoach operators and tour companies better understand the "Do's and Don'ts" of visiting and continue to enjoy all that Alexandria has to offer.

Please contact me anytime with questions about motorcoach visitation and we look forward to seeing you at the tutorial on *Thursday, March 25 from 2 to 3:30 pm.* **Please RSVP** for the tutorial by contacting Ms. Karen Callaham at (703) 746-4086 or karen.callaham@alexandriava.gov.

Sincerely,

A handwritten signature in cursive script, appearing to read "R. Baier".

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

ON-LINE MOTORCOACH PARKING RESERVATION SYSTEM

Tutorial & Information Meeting

Alexandria restaurants, attractions, hotels and tour companies are invited to participate in a tutorial about the City's on-line Motorcoach Parking Reservation system for tour & school bus parking in Old Town.

Beginning April 1 2010, motorcoaches, tour/school buses may no longer park in Old Town without a reservation. A new online registration system is available for both public motorcoach parking and the spaces at the Masonic Memorial.



If you have customers who arrive by motorcoach, tour or school buses, please attend to learn about the on-line parking reservation system and how you can make this system work for you.

MEETING

March 25, 2010

2 to 3:30 pm

City Hall, Room 1101



For more information, please contact Karen Callaham at (703) 746-4086.