

Commission	Mission Statement	On-going Programs	Leadership Plan	Recruitment Plan	Goals/Comments
AFFORDABLE HOUSING ADVISORY COMMITTEE (AHAC)	Advises City Council on issues regarding the maintenance and promotion of affordable housing, makes recommendations for policies governing the expenditures of the City's Housing Trust Fund monies, and oversees the administration of the Trust Fund.	Yes	No	No	AHAC approved funding requests totaling \$641,000 helping 314 households. Specific grants were provided to: Rebuilding Together Alexandria (\$50,000), Alexandria Housing Development Corp. (\$291,000) and Community Lodgings, Inc. (\$300,000). AHAC also approved three affordable housing plans that were part of the development process related to Mt. Vernon Village Center (28 rental units), Braddock Metro Place (10 rental units), and the Delaney (23 units). Participated in several City-wide planning initiatives including the Housing Action Plan, Strategic Plan on Aging and Beauregard Small Area Plan.
ALEXANDRIA GANG PREVENTION COMMUNITY TASK FORCE	Assist in informing and educating the Alexandria community about the gang suppression, prevention and intervention programs and activities; and assist in identifying programs and activities that will address specific gang-related problems or issues in the City.	Yes	Yes	Yes	The Task Force continued to monitor and review gang crime and intervention initiatives and monitor programs via subcommittees. The group addressed incident review, bullying, graduation rates/job readiness opportunities and enhanced community partnerships, outreach and education. The Task Force partnered with ACPS, Recreation, and the Alexandria Soccer Association to develop a Spring intramural soccer program.
ALEXANDRIA MARKETING COMMITTEE	To foster public/private cooperation and coordination among multiple businesses and organizations to promote Alexandria as a destination for visiting, shopping, dining and doing business.	Yes	Yes	Yes	The Marketing Committee awarded \$129,880 in grants during the reporting period to support seasonal and ongoing marketing efforts of the Del Ray Business Association, Old Town Boutique District, Torpedo Factory Artists Association, West End Event Productions (West End Wine and Arts Festival), Alexandria Arts Forum (Kaleidoscope Project), Carpenter's Shelter (Carpenter's Cook-Off), First Night Alexandria, and Arlandria-Chirilagua Business Association. Other activities supported by the Fund include the Food and Wine Festival in the Carlyle neighborhood and the Alexandria Story Festival. The Committee also updated its funding procedures and automated the application process.

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ALEXANDRIA TRANSPORTATION COMMISSION	To advise 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.	Yes	Yes	Yes	The Transportation Committee reviewed transit plans and initiatives related to the King Street Metro Station improvements, transitway corridor feasibility studies (Corridor A, B, and C), the Beauregard Corridor Plan, and the Potomac Yard Metrorail Station alternatives. The Commission also reviewed project funding requests and progress, including BRAC.
ALEXANDRIA-CAEN SISTER CITY COMMITTEE	Responsible for coordinating projects and facilitating the sister city relationship between the Cities of Alexandria and Caen, France.	Yes	Yes	Yes	Hosted a delegation of adults and teens as well as members from the French Sister City Committee during their annual Fall visit. Recruited students and participated in the selection process for the student intern who would spend the month of July in the Caen City Hall. Also arranged housing and hosted the French intern who worked in Alexandria's City Hall. Held their second annual D-Day Event on June 6 at the Lyceum. Sponsored a teen exchange trip to Caen for five T.C. Williams French students. The Committee has an aggressive outreach recruitment effort which has resulted in all 17 positions being filled with a waiting list of persons interested in joining the group.
ALEXANDRIA-GYUMRI SISTER CITY COMMITTEE	To identify Alexandria organizations and citizens in the private sector that can assist the Gyumri (formerly Leninakan) reconstruction efforts, and promote cultural, educational and professional exchanges between Alexandria and Gyumri citizens.				
ARCHAEOLOGICAL COMMISSION	Responsible for the archaeology of all prehistoric and historic sites in the City.	Yes	Yes	Yes	Continued signature program, the Ben Brenman Awards. The three recipients were presented to the Council at a regular meeting. In January 2012, Commission accepted the Dan Roberts Award for excellence in Public Archaeology for the City of Alexandria's 50 years of community archaeology. Participated in Waterfront Plan and Fort Ward discussions and held a Work Session with City Council.

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BEAUTIFICATION COMMISSION	Represents citizens' values in City beautification matters and coordinates projects to encourage and achieve beautification.	Yes	Yes	Yes	Held its annual Beautification Awards, including commercial recycling awards. Decorated the holiday wreaths in Market Square, and hosted the Spring Cleanup Breakfast for the City's Sanitation workers. Also participated in Earth Day and surveyed current beautification efforts in the City to determine recipients of beautification awards.
BOARD OF ARCHITECTURAL REVIEW - OLD AND HISTORIC DISTRICT	Passes on the appropriateness of changes to exterior architectural features of the buildings and signs subject to public view within the Old & Historic District.	Yes	No	No	OHAD BAR heard 146 cases (116 1/2 approved, 1 1/2 denied, 3 withdrawn) and 202 were approved through the administrative approval process. Majority of applications were rehabilitation projects and signage. There were no appeals during the reporting period. OHAD BAR determined the local historical significance for multiple buildings within the district, including the former Beachcombers Restaurant and the old Health Department building on N. St. Asaph. In coming year, the group will continue its efforts to increase awareness of the historic district requirements through annual spring mailings to all property owners in district and new property owners as needed.

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BOARD OF ARCHITECTURAL REVIEW - PARKER-GRAY DISTRICT	Passes on the appropriateness of changes to exterior architectural features of the buildings and signs subject to public view within the Parker-Gray District.	Yes	No	No	PG BAR approved 24 Certificates of Appropriateness or Permits to Demolish/Encapsulate. There were 39 Administrative Approvals for signs, windows, roofs, siding and other historically appropriate replacements in-kind. Major projects include the James Bland Redevelopment project and the new Jefferson-Houston School. PG BAR established a Parker-Gray Ad Hoc Design Guidelines Work Group to evaluate whether the guidelines now used for recent buildings should be the same as those used for the older and more architecturally significant structures in the district. Work Group proposed certain fee schedule reductions for small residential projects which was approved by City Council. Board expects to adopt new policies and design guidelines for the PG District in the next year.
BOARD OF ZONING APPEALS	Hears and decides appeals requesting variance from the provisions of the Zoning Code.	Yes	Yes	No	BZA Board heard 11 variance and special exception cases. All special exception cases were approved. The Board heard three appeals cases-Harris Teeter mixed-use development, Hammond Middle School athletic field lights, and the Waterfront text amendment. The Board upheld the Director's Determination in two of the cases and overturned the Director's Determination on the Waterfront text amendment.
BUDGET AND FISCAL AFFAIRS ADVISORY COMMITTEE	Advises and supports the City Council by examining the City's budget procedures and processes; and recommends way of improving that process.				
BUILDING CODE BOARD OF APPEALS	Hears appeals concerning building and mechanical inspections decisions, both in matters of interpretation of the code and granting modifications to the Code.	Yes, on as needed basis	Yes	In process at time report was submitted	During the reporting period, the Board did not convene to hear any appeals (none were filed).

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CARR/NORFOLK SOUTHERN (CARLYLE) DESIGN REVIEW BOARD	Review the architectural proposals for buildings within the project area and approve the final design of each building to be constructed on the blocks or portions thereof.	Yes, on as needed basis	No	No	The Design Review Board reviewed the development proposal/plan for Alexandria Review (Sanitation Authority) expansion, and Carlyle Plaza Two. Also reviewed informational items for the proposed security improvement around the Federal Courthouse and the Carlyle retail amendments.
CHILDREN, YOUTH AND FAMILIES COLLABORATIVE COMMISSION	Advocate for Alexandria's children and youth, aged prenatal to 21 years and their families	Yes	Yes	Yes	As a newly established group, elected officers, developed organizational structure, and assumed a leading role in developing a Youth Master Plan. In the coming year, will develop the Master Plan and educate stakeholders on the key indicators of well-being for Alexandria's children, youth and families.
CITIZEN CORPS COUNCIL	Responsible for creating opportunities for individuals to volunteer to help their communities prepare for and respond to emergencies.	Yes	Yes	Yes	The CCC focused on engaging the community and advocating basic preparedness actions. Presentations were made to the Commission on Persons with Disabilities and the Office on Aging. Also participated in several Citywide events to make the group more visible in the community. Presentations will continue in coming year.
COMMISSION FOR THE ARTS	Supports the development and expansion of the arts in Alexandria and serves as an advisory body to City Council.				
COMMISSION FOR WOMEN	Provides guidance and advice to eliminate discrimination because of sex, and encourages equal opportunity for women.				
COMMISSION ON AGING	Serves as the principal advocate for issues relating to aging and promotes the implementation of the Older Americans Act and other age-pertinent laws and policies in Alexandria and the Commonwealth of Virginia.				
COMMISSION ON EMPLOYMENT	Responsible for developing a City-wide plan for employment services that reflects the goals of linking existing City employment and training programs with employment and training programs operated by the City School system and with the economic development program.				

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COMMISSION ON HIV/AIDS	Advises City Council in the formulation and implementation of public policy on the treatment of AIDS and prevention of the spread of HIV.	Yes	Yes	Yes	Expanded outreach concentrating on the African American population in the City. Held a Work Session with the Council to discuss strategy and focus of prevention efforts. Conducted a summit for community providers to discuss challenges and needs to continue to serve Alexandria in HIV prevention. Continued to host World AIDS Day event.
COMMISSION ON INFORMATION TECHNOLOGY	Annually reviews the City Manager's proposed information technology plan and make recommendations to and advise the City government in the formulation and implementation of information and telecommunications policy.				
COMMISSION ON PERSONS WITH DISABILITIES	Researches programs and legislation relating to the physically and mentally handicapped and advises City Council and members of the community about these programs and laws.				
COMMUNITY CRIMINAL JUSTICE BOARD (CCJB)	Provide for the purchase/development and operation of community programs, services and facilities operated by the Sheriff for use by the courts in diverting offenders from local correctional facility placements.	Yes	Yes	No	Received briefing from Alexandria CSB and the Office of Probation and Parole. The group also received briefings and program updates on public and private mental health services and resources that are available. Over next year, the Board plans to call on various agencies to give presentations at future meetings, and help the mentally ill get services and stay out of jail.
COMMUNITY POLICY AND MANAGEMENT TEAM (ACPMT)	Responsible for managing the cooperative efforts to serve the needs of troubled and at-risk youths and their families.	Yes	N/A	N/A	The ACPMT focused on ensuring that every child has a permanent home and creating innovative community-based partnerships which address the challenges facing Alexandria's at-risk children and families. The ACPMT developed objectives for implementing cost containment measures. Residential and group home placements were used for shorter periods and the ACPMT focused on assessment and diagnosis to support community-based care.

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COMMUNITY SERVICES BOARD	Responsibility for policy and budget direction, project development, and program oversight for all mental health, mental retardation and substance abuse services.				
CONVENTION & VISITORS ASSOCIATION BOARD OF GOVERNORS	Promote the facilities, restaurants, attractions, retail businesses and events of the City in order to maximize tax revenues and to share the unique heritage of the City with visitors.				
ECONOMIC DEVELOPMENT PARTNERSHIP	Goal of AEDP program is to increase economic development activity that will result in a more equitable distribution of the real estate tax burden between commercial and residential properties and will ensure a sustainable economic future for Alexandria. The AEDP leads efforts to grow the tax base, diversify the economy and attract and retain businesses and organization in the City of Alexandria.				
ECONOMIC OPPORTUNITIES COMMISSION	Develops and recommends programs which provide outreach and assistance to low-income residents.	Yes	Yes	Yes	Advocated for re-establishment of \$500,000 in State Community Services Block Grant funding to replace the loss of Temporary Assistance to Needy Families (TANF) funding for Community Action Agencies. Reviewed Block Grant applications and quarterly reports. Implemented second annual EOC volunteer project that consisted of painting and landscaping Community Lodgings, Inc.'s Learning Center building in Arlandria. EOC will continue its advocacy, and develop priorities related to programs and funding to ensure services for low-income residents.
EISENHOWER EAST DESIGN REVIEW BOARD	To review applications under the ordinance within CDD #2, CDD #11 and for properties in CDD #1 on which development is governed by any special use permit which authorizes or requires design review by the Carr/Norfolk Southern Design Review Board.				
EMERGENCY MEDICAL SERVICES COUNCIL	Advise City Council with respect to the provision of emergency medical services by the City Fire Department.				

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ENVIRONMENTAL POLICY COMMISSION	Studies and makes recommendations on the environmental impact of various projects and program initiatives in the City.				
GEORGE WASHINGTON BIRTHDAY CELEBRATION COMMITTEE	Responsible for the planning and carrying out of the City's annual George Washington Birthday Celebration.				
HISTORIC ALEXANDRIA RESOURCES COMMISSION	Advises the City in the preservation of historic sites and buildings, artifacts, and records from loss or deterioration; and promotes citizen and tourist use of historic sites and the Torpedo Factory Art Center.	Yes	Yes	Unclear	Worked with OHA staff to devise a five-year OHA strategic plan which was needed for accreditation of the City museum system by the American Association of Museums. Participated in Fort Ward Stakeholders Advisory Group and Civil War Sesquicentennial. HARC members will be convening a newly constituted group, the Alexandria Civil War Commemoration Planning Group, to plan events in coming years. Will continue to review ramifications of budget cuts and make program recommendations as appropriate.
HISTORICAL RESTORATION & PRESERVATION COMMISSION	Empowered by the Virginia General Assembly to preserve historic architecture.	Yes	Yes	Unclear	Maintains a list of the historic preservation related to preservation/conservation easements on properties within City. Completed an easement on the Alexandria Contraband and Freedmen's Cemetery. The Commission supported various historic preservation efforts and presented its preservation positions before the Council, Planning Commission, BZA and BAR. Group has been named a consulting party to ensure that plans for the construction of a Metro Station in Potomac Yard are reviewed for conformity to the federal/state preservation process. Will continue to encourage owners of historically relevant properties to donate easements, as well as its advocacy and outreach efforts.
HUMAN RIGHTS COMMISSION	Responsible for setting the human rights policy of the City, and for hearing and acting on complaints about race, color, sex, religion, ancestry, national origin, marital status, familial status, age, sexual orientation or disability that are not resolved at the staff level.				

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INDUSTRIAL DEVELOPMENT AUTHORITY	Promotes industry and develops trade by encouraging manufacturing, industrial, government and commercial enterprises to locate or remain in the City.	Yes	No	No	The IDA completed four bond transactions for Catholic Charities USA, American Correctional Association, Episcopal High School, and ASCD (formerly the Association for Supervision and Curriculum Development). Bond total face value was more than \$26 million, yielding 2011 to 2012 IDA fees of approximately \$79,000. The fees were paid to the City to support economic development activities. At the end of the reporting period, IDA was working with two more bond issuers.
LANDLORD-TENANT RELATIONS BOARD	Conciliates landlord-tenant complaints, and recommends and reports to City Council on legislation and policy in landlord-tenant relations.				
LAW LIBRARY BOARD	Maintains and operates a law library for the education and benefit of its members and the community.				
LIBRARY BOARD	Oversees library services in the City.				
LOCAL EMERGENCY PLANNING COMMITTEE	Responsible for devising and distributing emergency plans aimed at addressing chemical hazards.	Yes	No	Yes	The LEPC reviewed the Hazardous Chemical Inventory reports for calendar year 2011 and will review the reports for calendar year 2012. In 2012, 25 facilities in the City submitted reports for substances that were present during calendar 2011. The most commonly reported substances were various petroleum products.
MARKETING COORDINATING COUNCIL	Provides advisory support to the Marketing Fund Committee by providing information to prospective grantees, providing preliminary application review and feedback to the Marketing Fund Committee.				

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PARK AND RECREATION COMMISSION	Advises City Council on all matters relating to parkland, recreation and culture.	Yes	No	No	The Commission commented and supported installation of synthetic fields at Alexandria Renew (Sanitation Authority); Contrabands & Freedmen's Cemetery Project; Conversion of the Lee Center softball field to the Miracle Field; Witter Athletics Fields; Simpson Park Comfort Station; City Aquatics Study; and Potomac Yard/Landbay K. Initiated dialogue with ACPS on synthetic fields, planned renovations at Patrick Henry and Jefferson-Houston, and the expansion at Cora Kelly. Held annual awards ceremony during the City's Birthday Celebration. Commented on Waterfront Small Area Plan and the Beauregard Small Area Plan. Held public hearings on various topics. Will continue to evaluate existing recreation programs and make recommendations/hold public hearings on parkland and facility needs.
PLANNING COMMISSION	Prepares and adopts a master plan for the City, including a comprehensive zoning plan providing for the regulation and restriction of the land, buildings and structures in the respective zones.	Yes	Yes	N/A; No turnover during reporting period.	The Planning Commission held public hearings on 91 items, including Special Use Permits, Development Projects (DSUP/DSP), master plan amendments and rezonings, 9.06 proceedings, and the transportation amendment. Non-public hearing items included the Beauregard Small Area Plan, South Carlyle development, and the Housing Master Plan.
POTOMAC YARD DESIGN ADVISORY COMMITTEE	Review applications for preliminary development plan approvals for compliance with the Potomac Yard Urban Design Guidelines and make recommendations to the Planning Commission and City Council for their consideration.	Yes			PYDAC reviewed nine projects in Landbays G, H, K, and L and the Route 1 Transit Way. The Committee will continue to become familiar with utilizing the amended Design Guidelines and the North Potomac Yard Urban Design Standards. PYDAC will also use social media to expand community outreach efforts and further engage residents.

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PUBLIC HEALTH ADVISORY COMMISSION	Provides information about and evaluation of health-related matters and investigates specific health problems.	Yes	No	No	Public Health Advisory Commission adopted an action plan for improving the respiratory health of children and youth in the City; sponsored the Flora Krause Casey Public Health Award ceremony; and identified and adopted 25 critical indicators for measuring and community-well being. Priorities for the coming year include improving respiratory health for children and youth; reducing childhood obesity; and expanding access to preventive health services focusing on primary care, mental health and oral health.
PUBLIC RECORDS ADVISORY COMMISSION	Provides advice and guidance to the City Records Administrator on records management matters and implementation of the records program in the City.	Yes	Yes	Yes	PRAC reviewed the space needs at the Records Center and believes that additional space is needed because the archive room is full. As a result, the City is paying for over 1,000 feet of off-site storage space. The group recommends the allocation of "underutilized" space in the adjoining Facilities Maintenance be reviewed for possible use by the Records Center. PRAC believes that acquisition of this space will meet the space needs for the next 5 - 10 years. In the coming year, PRAC plans to evaluate the need to update the Administration Regulations for archives and records, and explore ways to increase coordination of records management between ITS and the Records Administrator and Archivist.
REAL ESTATE ASSESSMENTS REVIEW BOARD	Exercises the power to revise, correct and amend any assessments of real estate made by the City Assessor.	Yes	No	No	The Real Estate Assessment Board met 27 times. Two of the meetings were for organizational purposes and one was for State mandated training. The remaining 24 meetings were for the purpose of hearing appeals related to 208 real estate parcels.
REDEVELOPMENT AND HOUSING AUTHORITY BOARD OF COMMISSIONERS	Provides public housing for lower-income families in accordance with state and federal statutes and regulations of the U.S. Dept. of HUD				

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SANITATION AUTHORITY	Sanitation Authority is responsible for raising its own funds by selling revenue bonds and charging users for service. Its purpose is to treat sewage waste/wastewater reclamation from City and maintain the sewage system.	Yes	Yes	No	ASA's Board reviewed and assessed plans and designs related to ASA's expansion and portfolio of future projects as well as its budget, strategic plan, enterprise goals and policies.
SISTER CITIES COMMITTEE	Develops, encourages and promotes educational and cultural exchanges between the Cities of Dundee, Scotland; Helsingborg, Sweden, Caen, France; Gyumri, Armenia and the City of Alexandria and coordinates activities within the City relating to these exchanges.				
SOCIAL SERVICES ADVISORY BOARD	Interests itself in all matters pertaining to the social welfare of the people of the City, monitors the formulation and implementation of social welfare programs and advises City officials on public welfare and day care issues.	Yes	Yes	Yes	Continued ongoing monitoring of social services by participating in DCHS intake process, meeting with DCHS clients to discuss their cases and obtain feedback on services, and visiting several DCHS service centers. Also reviewed monthly caseload activity and performance reports for anomalies and emerging trends. In the coming year, will advocate for full funding and staffing needed to implement best practices and policy changes.
TORPEDO FACTORY ART CENTER BOARD OF DIRECTORS	Increase the scope of experience and resources that could help strengthen the Torpedo Factory Arts Center and enhance its growth and recognition in the community and around the world	Yes	Yes	Yes	TFACB established policies and procedures, per Bylaws, to govern board operations, finances, fundraising activities, and its relationship with the Friends of the Torpedo Factory. Also began to address structural changes to the building that will attract more tourists, opened a new Cafe' within the building, and finalized the recruitment process for the Executive Director. Will be undertaking a comprehensive review of current programs and potential changes for TFAC programming.

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TRAFFIC AND PARKING BOARD	Investigates, studies and analyzes traffic and parking problems within the City; devises plans, methods and means to control and relieve parking and traffic congestion, and has jurisdiction over taxicabs and their owners/operators	Yes	No	No	Approved creation of car share spaces in Carlyle and several bike share stations within Old Town. Also approved left turn restrictions on Washington Street and new logos for Alexandria Yellow Cab and Go Green Cab. Recommended change in speed limit on Quaker Lane. In the coming year, Board will work closely with staff on the Del Ray Parking Study, perform the biannual review of the taxicab industry, and consider changes to the City's metered parking program, and possible code revisions.
URBAN DESIGN ADVISORY COMMITTEE	Review site plan applications and special use permits for compliance with the Old Town North urban design guidelines.	Yes	Yes	No	Held discussions with staff to clarify UDAC's role in the planning process for projects in Old Town North and requested that group be involved in review of any projects that may have a significant impact on the urban design character of Old Town North. Declined formal review, as unnecessary, for outdoor dining at 801 N. Fairfax and 610 Montgomery Street sites.
USS ALEXANDRIA LIAISON COMMITTEE	Responsible for maintaining a strong long-term relationship between the crew and families of the USS Alexandria and the Citizens of Alexandria.				
WATERFRONT COMMISSION	Advise the Council on the implementation of the Waterfront Small Area Plan	Yes	Yes	No	Actively involved in the development of a new Waterfront Small Area Plan, and began advising on implementation of the Plan. Advised the City on Marina operations issues, including the need for a public restroom, a marina fee category for historic vessels, and marina security. Will continue to monitor these activities/issues and make recommendations as needed.