

City of Alexandria

*301 King St., Room 2300
Alexandria, VA 22314*



Docket - Final

Tuesday, January 28, 2014

7:00 PM

Council Chambers

City Council Legislative Meeting

[14-2352](#) 5:30 P.M. - Work Session with Alexandria Renew Enterprises.

Attachments: [14-2352 Joint Work Session with Alexandria Renew Enterprises – Sanitary Sev](#)
[14-2352 Attachment 2 ARenew presentation to joint work session january2014](#)

1 Calling the Roll.

2 Moment of Silence and Pledge of Allegiance

3 Reading and Acting Upon the Minutes of the Following Meeting of City Council:

[14-2354](#) The Regular Meeting Minutes of January 14, 2014.

Attachments: [14-2354 Jan 14 2014 minutes.rtf](#)

RECOGNITION OF YOUTH BY MEMBERS OF CITY COUNCIL

PROCLAMATIONS

4 [14-2269](#) Presentation of a Proclamation Declaring 2014 as the Year of Celebrating the Arts and a Year of Extraordinary Arts Anniversaries in the City of Alexandria.

Attachments: [14-2269 proclamation](#)

5 [14-2351](#) Presentation of a Proclamation Declaring the Month of February to be George Washington Birthday Celebration Month in the City of Alexandria.

Attachments: [14-2351 proclamation](#)

REPORTS AND RECOMMENDATIONS OF THE CITY MANAGER (five min.)

CONSENT CALENDAR (6-10)

(Resignations and Uncontested Appointments)

6 [14-2359](#) Receipt of the Following Resignations from Members of Boards, Commissions and Committees:

(a) Alexandria Transportation Commission
Jennifer Mitchell
John Komoroske

(b) Commission for the Arts
Sarah Pearson

Beth Tuttle
Karen Conkey

(c) Commission on Aging
Pat McBride
Margaret Gaynor

(d) Commission on HIV/AIDS
Amy Treacle

(e) Planning Commission
John Komoroske

Attachments: [14-2359 board resignations jan 28 2014.doc](#)

7 [14-2360](#) Uncontested Appointments to Boards, Commissions and Committees:

(a) Alexandria Gang Prevention Community Task Force
1 Representative of Elementary Schools

(b) Archaeological Commission
1 Member From Planning District II

(c) Beauregard Design Advisory Committee
1 Member Representing the Business Community

(d) Building Code Board of Appeals
1 Citizen Member

(e) Commission on HIV/AIDS
1 Citizen Member

(f) Historic Alexandria Resources Commission
1 Member-at-Large From Planning District III

(g) Potomac Yard Design Advisory Committee
1 Representative of the Potomac Yard Area

(h) Public Health Advisory Commission
1 Citizen Member Who Shall Be a Health Professional

Attachments: [14-2360 Uncontested Appointments](#)

(Reports and Recommendations of the City Manager)

- 8 [14-2341](#) Consideration of a Request from the Children, Youth and Family Collaborative Commission for Permission to Submit Comments on Proposed Changes in State Child Care Policy.
Attachments: [14-2341_CYFC Commission Child Day Care Change Letter](#)
- 9 [14-2213](#) Consideration of Release of Funds from FY 2014 Contingent Reserves to Support the Sheriff's Office Child Safety Seat Installation Program.
- 10 [14-2338](#) Consideration of Authorization for City Manager to Sign a Memorandum of Agreement with NVTC to Support the Washington Metropolitan Area Transit Authority's New Electronic Payments Program.
Attachments: [14-2338 Attachment 1 MOA with NVTC for NEPP Technical Assistance](#)

END OF CONSENT CALENDAR

OTHER

- 11 [14-1957](#) Update on 2014 General Assembly Session.

CONTESTED APPOINTMENTS

- 12 [14-2364](#) Alexandria-Caen Sister City Committee
1 Citizen Member
Attachments: [14-2364_Alexandria-Caen Sister City Comm](#)
- 13 [14-2358](#) Commission for the Arts
1 Member Who Represents the Public at Large, as an Arts Consumer and Participant
Attachments: [14-2358 Commission for the Arts.docx](#)
- 14 [14-2357](#) Local Emergency Planning Committee
1 Representative of a Community Group
Attachments: [14-2357 Local Emergency Planning Committee.docx](#)

REPORTS AND RECOMMENDATIONS OF THE CITY MANAGER FOR DISCUSSION (60 min.)

- 15 [14-2337](#) Consideration of Authorization for City Manager to Approve a Memorandum of Agreement Between The Northern Virginia Transportation Authority and The City of Alexandria For Distribution of the Thirty Percent Transportation Funding.
Attachments: [14-2337 Attachment MOA with NVTa Regarding 30% Funds](#)
- 16 [14-2347](#) Approval of the City's Proposed FY 2015 and FY 2016 Transportation Project List Request for Northern Virginia Transportation Authority

(NVTa) 70 Percent Funds. (Deferred from January 14, 2014 City Council Meeting.)

Attachments: [14-2347 Attachment 1 Approval of the City's Proposed FY 2015 and FY 2016 T](#)
[14-2347 Attachment 2 NVTa 70 Percent ppt](#)

- 17 [14-2340](#) Consideration of the Staff Response to the Report Recommendations of the Alexandria Fund For Human Services Review Committee.

Attachments: [14-2340 AFHS Review Committee Report \(18 Nov 2013\)](#)
[14-2340 Staff Response PowerPoint.pptx](#)

REPORTS AND RECOMMENDATIONS FROM BOARDS, COMMISSIONS AND COMMITTEES

ORAL REPORTS BY MEMBERS OF CITY COUNCIL

ORAL PRESENTATIONS BY MEMBERS OF CITY COUNCIL

ORAL REPORT FROM THE CITY MANAGER

ORDINANCES AND RESOLUTIONS

- 18 [14-2342](#) Consideration of a Resolution in Support of the Virginia Railway Express Slaters Lane Crossover and Signals Project. [ROLL-CALL VOTE]

Attachments: [14-2342 Attachment 1 VRE Slaters Lane Crossover and Signals Resolution](#)

- 19 [14-2339](#) Consideration of a Resolution to Opt Into the Hazard Duty Positions Alternate Option in the Virginia Retirement System. [ROLL-CALL VOTE]

Attachments: [14-2339 Attachment 1 - Resolution](#)
[14-2339-Attachment 2 - Plan Comparisons](#)
[14-2339 Attachment 3 - actuarial letter](#)

OTHER

- 20 [14-2344](#) Consideration of City Council Schedule.

Attachments: [14-2344 Council Calendar January 2014 to June2014.docx](#)
[14-2289 Fiscal2015BudgetCalendar CityCouncil.docx](#)

- 21 [14-2355](#) Consideration of Convening a Closed Meeting for the Purpose of Consulting with Legal Counsel Regarding a Pending Legal Matter.

Attachments: [14-2355 exec session motion.doc](#)

*The Cablecast schedule of Government meetings on Channel 70 can be found here:
<http://apps.alexandriava.gov/Calendar/AltDisplay/VideoList.aspx>*

This docket is subject to change.

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Full-text copies of ordinances, resolutions, and agenda items are available in the Office of the City Clerk and Clerk of the Council. Meeting materials are also available on-line at alexandriava.gov/council.

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Individuals with disabilities who require assistance or special arrangements to participate in the City Council meeting may call the City Clerk and Clerk of Council's Office at 703-746-4550 (TTY/TDD 838-5056). We request that you provide a 48-hour notice so that the proper arrangements may be made.

City Council meetings are closed-captioned for the hearing impaired.

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Public Notice:

The City Council Legislative Subcommittee meeting will meet on the following dates:

Friday, January 24, 2014, at 5:00 p.m., in the Council Work Room

Friday, January 31, 2014, at 5:00 p.m., in the Council Work Room

Friday, February 7, 2014, at 5:00 p.m., in the Council Work Room

Friday, February 14, 2014, at 5:00 p.m., in the Council Work Room

Friday, February 21, 2014, at 5:00 p.m., in the Council Work Room

Friday, February 28, 2014, at 5:00 p.m., in the Council Work Room

Members of City Council will attend the Virginia Municipal League Local Government Day at the Richmond Marriott, 500 E. Broad Street, Richmond, Virginia, on February 6, 2014.



Legislation Details (With Text)

File #: 14-2352 **Name:**

Type: Resolution **Status:** Agenda Ready

File created: 1/21/2014 **In control:** City Council Legislative Meeting

On agenda: 1/28/2014 **Final action:**

Title: 5:30 P.M. - Work Session with Alexandria Renew Enterprises.

Sponsors:

Indexes:

Code sections:

Attachments: [14-2352 Joint Work Session with Alexandria Renew Enterprises – Sanitary Sewer and CSO Issues pp](#)
[14-2352 Attachment 2 ARenew presentation to joint work session january2014 updated \(2\)](#)

Date	Ver.	Action By	Action	Result
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5:30 P.M. - Work Session with Alexandria Renew Enterprises.



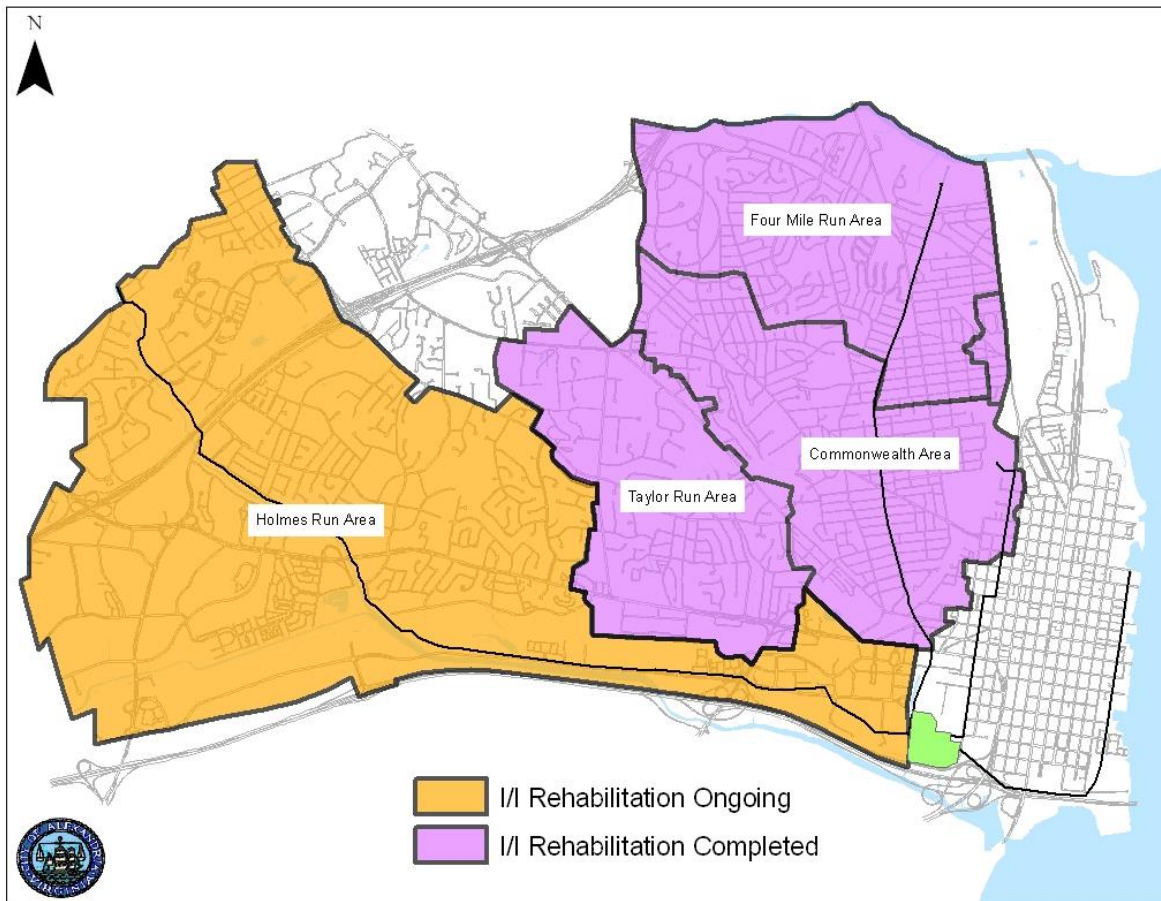
Joint Work Session with Alexandria Renew Enterprises – Sanitary Sewer and CSO Issues

January 28, 2014

Agenda

- Infiltration and Inflow (I/I) Sewer Rehabilitation Update
- EPA Inspection Update and Combined Sewer System (CSS) Permit Reissuance
- Long Term Control Plan Update (LTCP-U)

I/I Sewer Rehabilitation



3 separate design contracts underway in Holmes Run Area

Post construction monitoring shows 3 areas completed to date has reduced I/I by 20-30% on a sewershed level

EPA Inspection Update and CSS Permit Issuance

- EPA inspection June 27, 2012
 - Follow-up 308 Request for Information April 16, 2013
 - City provided all information requested
 - No further requests from EPA
- CSS Permit Reissued August 23, 2013
 - Requires City to meet CSO reductions set in Hunting Creek Total Maximum Daily Load (TMDL)
 - VDEQ continues to be the lead agency

Long Term Control Plan Update (LTCP-U)

- LTCP-U is a plan that will provide a path for the City to meet the Hunting Creek TMDL
 - Draft Work Plan due to VDEQ May 2014
 - Final LTCP-U due to VDEQ August 2016
- Plan must be fully implemented in phases no later than 2035
- Extensive community education and outreach as part of plan development

LTCP-U Typical CSO Control Potential Strategies

- Storage: storage tanks, in-line storage, tunnels
- Separation: fully separate all storm and sanitary sewers in Old Town
- Green Infrastructure: reduce the amount of stormwater runoff reaching the combined sewers
- Other options and combination of options will be evaluated as well

LTCP-U Phasing

- Draft Work Plan May 2014
- Final LTCP-U August 2016
- Approval of LTCP by VDEQ 2016/2017
- Specific projects, including schedules from approved LTCPU will be incorporated in appropriate future permit cycles: 2018, 2023, 2028
 - Design of recommended projects TBD
 - Construction of recommended projects TBD
 - Perform post-construction monitoring to demonstrate compliance with Hunting Creek TMDL
 - Complete no later than December 31, 2035

Funding of LTCP-U

- Estimated cost of \$100 million to \$300 million through 2035
- Project proposed for \$1 million in initial state aid in proposed state budget. Funding needs to grow over time.
- Forthcoming CIP will propose funding planning and initial permit requirements
- Initial long-term funding plan will be developed in FY2015

Thank you

Questions?

City Council/Alexandria Renew Board Presentation

Council Work Session, January 28, 2014

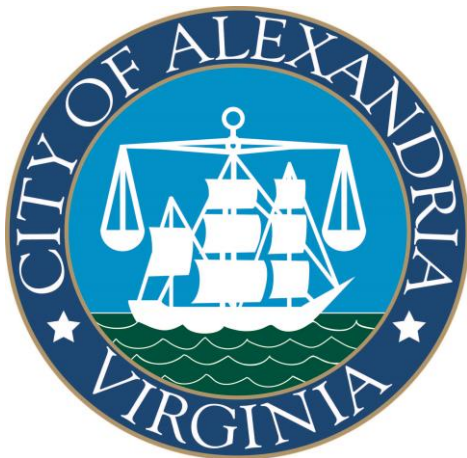
Agenda

- **Alexandria Renew's Water Role in City**
- **South Carlyle Strategy Update**
- **AlexRenew's Reclaimed Water Strategy**
- **Four Mile Run Pump Station Upgrade Update**
- **Wet Weather Management Program**

How does water work in our City?

- Owns & operates sewer lines
- Manages storm water
- Owns & operates combined sewer system

- Pumps & intercepts dirty water from City system
- Cleans dirty water at wastewater treatment plant
- Reuses reclaimed water

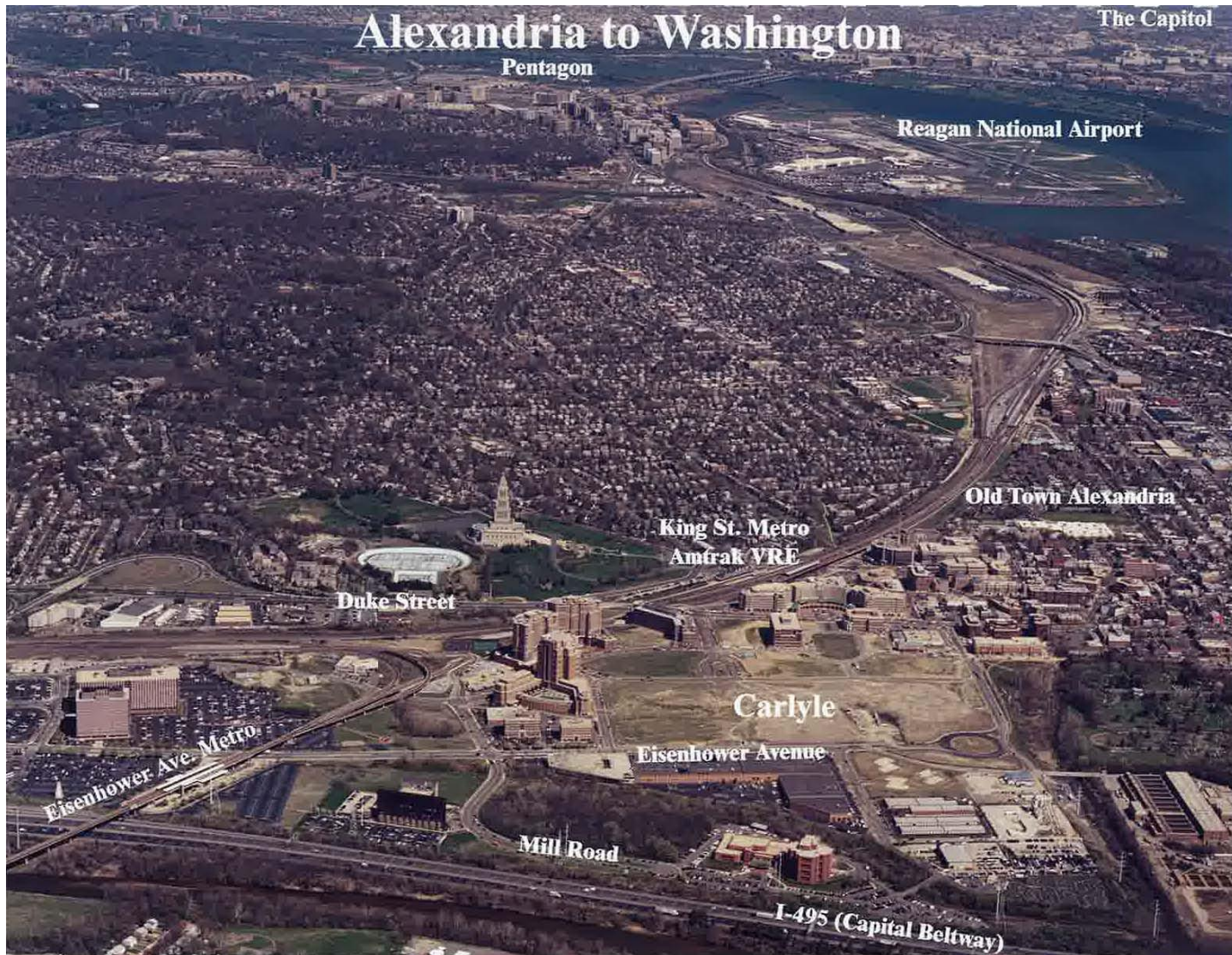


VIRGINIA
AMERICAN WATER

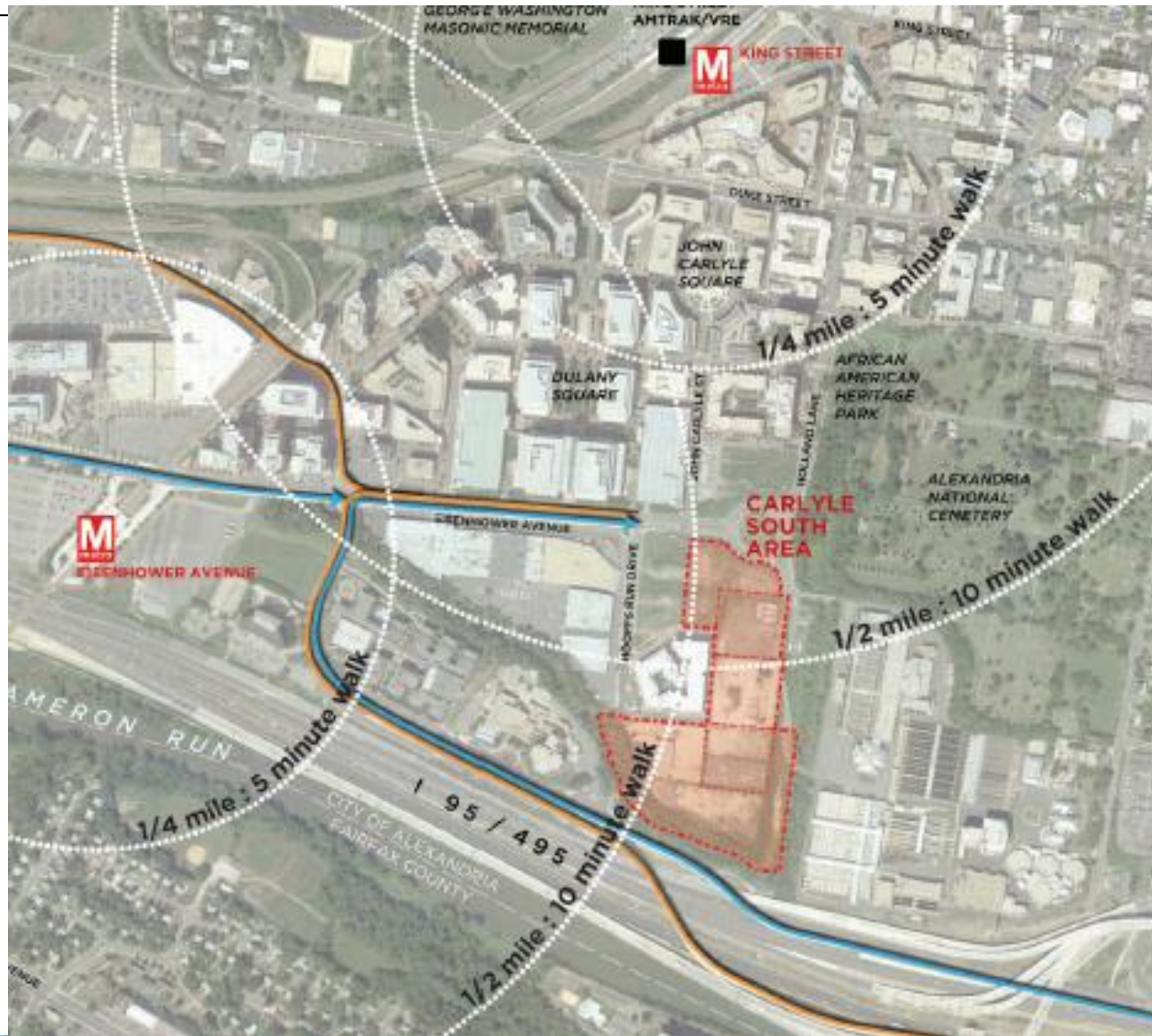
Provides drinking water



City of Alexandria Circa 1996



South Carlyle Strategy Area



South Carlyle Approved Strategy



AlexRenew West Site Construction January 2014



Alexandria Renew Enterprises and Vicinity Future



Alexandria Renew Enterprises and Vicinity Future



Alexandria Renew Enterprises Reclaimed Water Program



Alexandria Renew Enterprises Four Mile Run Pump Station Upgrade Project



Alexandria Renew Enterprises Four Mile Run Pump Station Upgrade Project



Alexandria Renew Enterprises Financial Resources Comparison

To be presented at work session

Wet Weather Control Program Objectives

- **Alexandria Service Area Focus –**
 - Minimize basement backups in Commonwealth Avenue sewershed
 - Reduce extreme wet weather flows to Four Mile Run Pump Station
 - Relocate and reduce discharges from Combined Sewer Overflow (CSO) outfall #004
 - Construct tunnel from current CSO #004 along African American Park to AlexRenew

- **Total Service Area Focus –**
 - Construct Wet Weather Pump Station to move more flow to plant from Holmes Run Trunk Sewer and Commonwealth Interceptor
 - Eliminate Hooff Run Junction Chamber, a constructed overflow point built to protect basements and the plant from flooding

End of Presentation



Legislation Details (With Text)

File #:	14-2354	Name:	January 14 meeting minutes
Type:	Minutes	Status:	Agenda Ready
File created:	1/22/2014	In control:	City Council Legislative Meeting
On agenda:	1/28/2014	Final action:	
Title:	The Regular Meeting Minutes of January 14, 2014.		
Sponsors:			
Indexes:			
Code sections:			
Attachments:	14-2354 Jan 14 2014 minutes.pdf		

Date	Ver.	Action By	Action	Result
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The Regular Meeting Minutes of January 14, 2014.

**City of Alexandria
Meeting Minutes
Tuesday, December 10, 2013
7:00 P.M.
Council Chambers**

Present: Mayor William D. Euille, Vice Mayor Allison Silberberg, Members of Council John Taylor Chapman, Timothy B. Lovain, Redella S. Pepper, Paul C. Smedberg and Justin M. Wilson.

Absent: None.

Also Present: Mr. Young, City Manager; Mr. Banks, City Attorney; Ms. Anderson, Assistant City Attorney; Mr. Jinks, Deputy City Manager; Ms. Evans, Deputy City Manager; Police Captain Wemple; Mr. Caton, Legislative Director; Mr. Gates, Deputy City Manager; Mr. Baier, Director, Transportation and Environmental Services; Ms. Reinfeld, Division Chief, Transportation and Environmental Services; Ms. Marks, Transportation and Environmental Services; Ms. Baker, Director, Department of Project Implementation; Mr. Martin, Transportation and Environmental Services; Mr. Dailey, Transportation and Environmental Services; Mr. Rawl, Transportation and Environmental Services; Mr. Davidson, Transportation and Environmental Services; Mr. Ortiz, Transportation and Environmental Services; Ms. Leonard, Transportation and Environmental Services; Mr. Skrabak, Office of Environmental Quality; Ms. Dastgheib, Transportation and Environmental Services; Ms. Triggs, Chief Financial Officer; Ms. Hamer, Director, Planning and Zoning; Ms. Beach, Planning and Zoning; Ms. Smith, Director, Office of Management and Budget; Ms. Collins, Planning and Zoning; Ms. Contreras, Planning and Zoning; Ms. Bryan, Information Technology Services; and Mr. Lloyd.

Recorded by: Jacqueline M. Henderson, City Clerk and Clerk of Council

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5:30 P.M. - Work Session on the Planning and Zoning Interdepartmental Work Program.

City Council held the work session on the Planning and Zoning Interdepartmental Work Program.

1. Calling the Roll.

The meeting was called to order by Mayor Euille, and the City Clerk called the roll. All members of Council were present.

2. Moment of Silence and Pledge of Allegiance.

City Council observed a moment of silence and recited the Pledge of Allegiance.

3. Reading and Acting Upon the Minutes of the Following Meetings of City Council:

The Regular Meeting Minutes of December 10, 2013; and
The Public Hearing Meeting Minutes of December 14, 2013.

WHEREUPON, upon motion by Councilman Wilson, seconded by Councilman Chapman and carried unanimously, City Council approved the regular meeting minutes of December 10, 2013, and the public hearing meeting minutes of December 14, 2013. The voting on the motion was as follows: In favor, Mayor Euille, Vice Mayor Silberberg, Councilman Chapman, Councilmember Lovain, Councilwoman Pepper, Councilman Smedberg and Councilman Wilson; Opposed, none.

PROCLAMATIONS

4. Presentation by CVS in the Amount of \$25,000 For Funding of the Therapeutic Equipment and Playground Equipment at the Lee Center.

This item was removed from the docket.

5. Presentation of a Plaque and Recognition of the City's Positive Class Change for the City's Flood Management Program.

City Council recognized the City's positive class change for the City's flood management program.

6. Presentation of a Proclamation Recognizing the Chinquapin Wahoos Championship Season.

WHEREUPON, upon motion by Councilman Chapman, seconded by Vice Mayor Silberberg and carried unanimously, City Council endorsed the proclamation. The voting on the motion was as follows: In favor, Mayor Euille, Vice Mayor Silberberg, Councilman Chapman, Councilmember Lovain, Councilwoman Pepper, Councilman Smedberg and Councilman Wilson; Opposed, none.

REPORTS AND RECOMMENDATIONS OF THE CITY MANAGER

CONSENT CALENDAR (7-18)

(Resignations and Uncontested Appointments)

7. Receipt of the Following Resignations from Members of Boards, Commissions and Committees:

(a) Alexandria Transportation Commission
Josh Sawislak

(b) Building Code Board of Appeals
Daniel Wiechert

(c) Commission on Aging
Niall O'Connor

(d) Commission on Employment
Amy Bell

(e) Commission on HIV/AIDS
Thomas Suydam

(f) Environmental Policy Commission
Chris Gamache
Josh Sawislak

(A copy of the above resignations is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 7; 1/14/14, and is incorporated as part of this record by reference.)

8. Uncontested Appointments to Boards, Commissions and Committees:

(a) Alexandria Marketing Committee
1 Member with Experience or Expertise in the Following Areas:
Marketing/Communications, Advertising Agency/Public Relations, Media Buyer, Graphic Design/Production, and or Media Relations/Media Outlet

(b) Alexandria Transportation Commission
1 Environmental Policy Commission Member

(c) Beautification Commission
2 Citizen Members

(d) Commission on Employment
1 Business Representative from Among Recognized Area Businesses Including Minority-Owned and Small Businesses

(e) Commission on HIV/AIDS
1 Citizen Member

(f) Commission on Persons with Disabilities
2 Citizen Members

(g) Historic Alexandria Resources Commission
1 Alexandria Society for the Preservation of Black Heritage Representative
1 Alexandria Historic Landmark Society Representative

(h) Landlord-Tenant Relations Board
1 Tenant Member
1 Low-Income Tenant Member

(i) Potomac Yard Design Advisory Committee

1 Member Representing the Potomac Yard Area

(j) Public Health Advisory Committee

1 Citizen Member Who Shall Not be a Health Professional

(k) Public Records Advisory Committee

2 Citizen Members

(l) Torpedo Factory Art Center Board

1 Commission for the Arts Representative

(A copy of the above uncontested appointments is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 8; 1/14/14, and is incorporated as part of this record by reference.)

(Reports and Recommendations of the City Manager)

9. Consideration of the Monthly Financial Report for the Period Ending November 30, 2013.

(A copy of the City Manager's memorandum dated January 8, 2014, is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 9; 1/14/14, and is incorporated as part of this record by reference.)

10. Consideration of Appointment of a Medic/Fire Marshal Alternate to the City of Alexandria Supplemental Retirement Board.

(A copy of the City Manager's memorandum dated January 8, 2014, is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 10; 1/14/14, and is incorporated as part of this record by reference.)

(Ordinances for Introduction)

11. Introduction and First Reading. Consideration. Passage on First Reading of an Ordinance to Amend and Reordain the Master Plan of the City of Alexandria, Virginia, By Adopting and Incorporating Therein the Amendment Heretofore Approved By City Council to the Northeast Small Area Plan Chapter of Such Master Plan as Master Plan Amendment No. 2013-0003 and No Other Amendments, and to Repeal All Provisions of the Said Master Plan as May Be Inconsistent With Such Amendment. (Implementing Ordinance for the Master Plan Amendment for the Slaters Lane Project Approved By the City Council on December 14, 2013)

(A copy of the informal memorandum explaining the ordinance is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 11; 1/14/14, and is incorporated as part of this record by reference.)

A copy of the ordinance referred to in the above item, of which each Member of Council received a copy not less than 24 hours before said introduction, is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 2 of Item No. 11; 1/14/14, and is incorporated as part of this record by reference.)

12. Introduction and First Reading. Consideration. Passage on First Reading of an Ordinance to Amend and Reordain Sheet No. 044.02 of the "Official Zoning Map, Alexandria, Virginia," Adopted By Section 1-300 (Official Zoning Map and District Boundaries), of the City of Alexandria Zoning Ordinance, By Rezoning the Property at 800 and 820 Slaters Lane to Amend the Proffer in Accordance With the Said Zoning Map Amendment Heretofore Approved By City Council as Rezoning No. 2013-0004. (Implementing Ordinance for the Rezoning to Amend the Proffer for the Slaters Lane Project Approved By the City Council on December 14, 2013)

(A copy of the informal memorandum explaining the ordinance is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 12; 1/14/14, and is incorporated as part of this record by reference.

A copy of the ordinance referred to in the above item, of which each Member of Council received a copy not less than 24 hours before said introduction, is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 2 of Item No. 12; 1/14/14, and is incorporated as part of this record by reference.)

13. Introduction and First Reading. Consideration. Passage on First Reading of an Ordinance to Amend and Reordain Section 11-808 (Protest of Zoning Map Amendment By Landowners) of Section 11-800 (Zoning Amendment) of Article XI (Development Approvals and Procedures) of the City of Alexandria Zoning Ordinance, in Accordance With the Text Amendment Heretofore Approved by City Council as Text Amendment No. 2013-0003. (Implementing Ordinance for Text Amendment to Update Section 11-808 Approved by City Council on December 14, 2013)

(A copy of the informal memorandum explaining the ordinance is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 13; 1/14/14, and is incorporated as part of this record by reference.

A copy of the ordinance referred to in the above item, of which each Member of Council received a copy not less than 24 hours before said introduction, is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 2 of Item No. 13; 1/14/14, and is incorporated as part of this record by reference.)

14. Introduction and First Reading. Consideration. Passage on First Reading of an Ordinance to Amend and Reordain Subsection F (Prior Existing Buildings and Structures) of Section 8-200 (General Parking Regulations) of Article VIII (Off-Street Parking Regulations) of the City of Alexandria Zoning Ordinance, in Accordance With the Text Amendment Heretofore Approved By City Council as Text Amendment No. 2013-0013. (Implementing Ordinance for the Parking Related Text Amendment Approved By City Council With the Housing Master Plan on December 14, 2013)

(A copy of the informal memorandum explaining the ordinance is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 14; 1/14/14, and is incorporated as part of this record by reference.

A copy of the ordinance referred to in the above item, of which each Member of Council received a copy not less than 24 hours before said introduction, is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 2 of Item No. 14; 1/14/14, and is

incorporated as part of this record by reference.)

15. Introduction and First Reading. Consideration. Passage on First Reading of an Ordinance to Amend and Reordain the Master Plan of the City of Alexandria, Virginia, By Adopting and Incorporating Therein the Amendment Heretofore Approved By City Council to the Eisenhower East Small Area Plan Chapter of Such Master Plan as Master Plan Amendment No. 2013-0007 and No Other Amendments, and To Repeal All Provisions of the Said Master Plan as May Be Inconsistent With Such Amendment. (Implementing Ordinance for the Eisenhower East Small Area Plan Amendment to Incorporate the Change to the Sidewalk Material Approved by City Council on December 14, 2013)

(A copy of the informal memorandum explaining the ordinance is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 15; 1/14/14, and is incorporated as part of this record by reference.)

A copy of the ordinance referred to in the above item, of which each Member of Council received a copy not less than 24 hours before said introduction, is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 2 of Item No. 15; 1/14/14, and is incorporated as part of this record by reference.)

16. Introduction and First Reading. Consideration. Passage on First Reading of an Ordinance to Amend and Reordain the Master Plan of the City of Alexandria, Virginia, By Adopting and Incorporating Therein the Amendment Heretofore Approved By City Council to Such Master Plan as Master Plan Amendment No. 2013-0005 to Incorporate the Housing Master Plan Chapter into the Master Plan and No Other Amendments, and To Repeal All Provisions of the Said Master Plan as May Be Inconsistent With Such Amendment. (Implementing Ordinance for the Housing Master Plan Chapter of the Master Plan Approved by the City Council on December 14, 2013)

(A copy of the informal memorandum explaining the ordinance is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 16; 1/14/14, and is incorporated as part of this record by reference.)

A copy of the ordinance referred to in the above item, of which each Member of Council received a copy not less than 24 hours before said introduction, is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 2 of Item No. 16; 1/14/14, and is incorporated as part of this record by reference.)

17. Introduction and First Reading. Consideration. Passage on First Reading of an Ordinance, to Amend and Reordain Section 5-2-64 of Article C (Street Names) of Chapter 2 (Streets and Sidewalks) of Title 5 (Transportation and Environmental Services) and Repeal Section 13-1-23 of Chapter 1 (General Offenses) of Title 13 (Miscellaneous Offenses) and repeal Section 5-2-25 of Article A (General Provisions) of Chapter 2 (Streets and Sidewalks) of Title 5 (Transportation and Environmental Services) and Repeal Article B (Alexandria Transportation Safety Commission) of Chapter 8 (Parking and Traffic Regulations) of Title 5 (Transportation and Environmental Services) and repeal Chapter 9 (Rebound Tumbling Centers) of Title 9 (Licensing and Regulation) of the Code of the City of Alexandria.

(A copy of the informal memorandum explaining the ordinance is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 17; 1/14/14, and is

incorporated as part of this record by reference.

A copy of the ordinance referred to in the above item, of which each Member of Council received a copy not less than 24 hours before said introduction, is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 2 of Item No. 17; 1/14/14, and is incorporated as part of this record by reference.)

18. Introduction and First Reading. Consideration. Passage on First Reading of an Ordinance to Authorize Participation in the Virginia Investment Pool.

(A copy of the informal memorandum explaining the ordinance is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 18; 1/14/14, and is incorporated as part of this record by reference.

A copy of the ordinance referred to in the above item, of which each Member of Council received a copy not less than 24 hours before said introduction, is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 2 of Item No. 18; 1/14/14, and is incorporated as part of this record by reference.)

END OF CONSENT CALENDAR

WHEREUPON, upon motion by Councilwoman Pepper, seconded by Councilman Chapman and carried unanimously, City Council adopted the consent calendar, with the removal of items 11, 12 and 17, which were considered under separate motions, as follows:

7. City Council received the following resignations with regret: (a) Josh Sawislak, Alexandria Transportation Commission; (b) Daniel Wiechert, Building Code Board of Appeals; (c) Niall O'Connor, Commission on Aging; (d) Amy Bell, Commission on Employment; (e) Thomas Suydam, Commission on HIV/AIDS; and (f) Chris Gamache and Josh Sawislak, Environmental Policy Commission.

8. City Council made the following appointments to boards, commissions and committees: (a) appointed Natascha Syre O'Leary as the one member with experience or expertise in the following areas: marketing/communications, advertising agency/public relations, media buyer, graphic design/production, and or media relations/media outlet to the Alexandria Marketing Committee; (b) appointed Monica Starnes as the one Environmental Policy Commission member to the Alexandria Transportation Commission; (c) reappointed Oscar Martin and Ruth McKenty as the two citizen members to the Beautification Commission; (d) appointed Dipo Akin-Deko as the one business representative from among recognized area businesses including minority-owned and small businesses to the Commission on Employment; (e) reappointed Julia Baker as the one citizen member to the Commission on HIV/AIDS; (f) reappointed Mary (Mollie) Danforth and Kent Fee as the two citizen members to the Commission on Persons with Disabilities; (g) appointed McArthur Myers as the one Alexandria Society for the Preservation of Black Heritage representative and appointed Linda Lovell as the one Alexandria Historic Landmark Society representative to the Historic Alexandria Resources Commission; (h) appointed William Mount as the one tenant member and reappointed Geraldine Baldwin as the one low-income tenant member to the Landlord-Tenant Relations Board; (i) reappointed Jason Albers as the one member representing the Potomac Yard area to the Potomac Yard Design Advisory Committee; (j) reappointed Arlene Hewitt as the one citizen member who shall not be a health professional to

the Public Health Advisory Committee; (k) appointed Lisa Knight and Myrtis Parham as the two citizen members to the Public Records Advisory Committee; and (l) appointed James Johnson as the one Commission for the Arts representative to the Torpedo Factory Art Center Board.

9. City Council received the monthly financial report for the period ending November 30, 2013.

10. City Council appointed Young-Ju Kim, Medic II, to the City of Alexandria's Supplemental Retirement Board as the Fire Marshal/Media alternate. Mr. Kim's term will begin January 15, 2014 and expire December 31, 2016.

13. City Council passed the ordinance on first reading and set it for public hearing, second reading and final passage on January 25, 2014.

14. City Council passed the ordinance on first reading and set it for public hearing, second reading and final passage on January 25, 2014.

15. City Council passed the ordinance on first reading and set it for public hearing, second reading and final passage on January 25, 2014.

16. City Council passed the ordinance on first reading and set it for public hearing, second reading and final passage on January 25, 2014.

18. City Council passed the ordinance on first reading and set it for public hearing, second reading and final passage on January 25, 2014.

The voting on the motion was as follows: In favor, Mayor Euille, Vice Mayor Silberberg, Councilman Chapman, Councilmember Lovain, Councilwoman Pepper, Councilman Smedberg and Councilman Wilson; Opposed, none.

11. Introduction and First Reading. Consideration. Passage on First Reading of an Ordinance to Amend and Reordain the Master Plan of the City of Alexandria, Virginia, By Adopting and Incorporating Therein the Amendment Heretofore Approved By City Council to the Northeast Small Area Plan Chapter of Such Master Plan as Master Plan Amendment No. 2013-0003 and No Other Amendments, and to Repeal All Provisions of the Said Master Plan as May Be Inconsistent With Such Amendment. (Implementing Ordinance for the Master Plan Amendment for the Slaters Lane Project Approved By the City Council on December 14, 2013) City Council passed the ordinance on first reading and set it for public hearing, second reading and final passage on January 25, 2014.

(A copy of the informal memorandum explaining the ordinance is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 11; 1/14/14, and is incorporated as part of this record by reference.

A copy of the ordinance referred to in the above item, of which each Member of Council received a copy not less than 24 hours before said introduction, is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 2 of Item No. 11; 1/14/14, and is incorporated as part of this record by reference.)

WHEREUPON, upon motion by Councilman Wilson, seconded by Councilman

Smedberg and carried 6-1, City Council passed the ordinance on first reading and set it for public hearing, second reading and final passage on January 25, 2014. The voting on the motion was as follows: In favor, Mayor Euille, Councilman Chapman, Councilmember Lovain, Councilwoman Pepper, Councilman Smedberg and Councilman Wilson; Opposed, Vice Mayor Silberberg.

12. Introduction and First Reading. Consideration. Passage on First Reading of an Ordinance to Amend and Reordain Sheet No. 044.02 of the "Official Zoning Map, Alexandria, Virginia," Adopted By Section 1-300 (Official Zoning Map and District Boundaries), of the City of Alexandria Zoning Ordinance, By Rezoning the Property at 800 and 820 Slaters Lane to Amend the Proffer in Accordance With the Said Zoning Map Amendment Heretofore Approved By City Council as Rezoning No. 2013-0004. (Implementing Ordinance for the Rezoning to Amend the Proffer for the Slaters Lane Project Approved By the City Council on December 14, 2013)

(A copy of the informal memorandum explaining the ordinance is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 12; 1/14/14, and is incorporated as part of this record by reference.

A copy of the ordinance referred to in the above item, of which each Member of Council received a copy not less than 24 hours before said introduction, is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 2 of Item No. 12; 1/14/14, and is incorporated as part of this record by reference.)

WHEREUPON, upon motion by Councilman Smedberg, seconded by Councilwoman Pepper and carried 6-1, City Council passed the ordinance on first reading and set it for public hearing, second reading and final passage on January 25, 2014. The voting on the motion was as follows: In favor, Mayor Euille, Councilman Chapman, Councilmember Lovain, Councilwoman Pepper, Councilman Smedberg and Councilman Wilson; Opposed, Vice Mayor Silberberg.

17. Introduction and First Reading. Consideration. Passage on First Reading of an Ordinance, to Amend and Reordain Section 5-2-64 of Article C (Street Names) of Chapter 2 (Streets and Sidewalks) of Title 5 (Transportation and Environmental Services) and Repeal Section 13-1-23 of Chapter 1 (General Offenses) of Title 13 (Miscellaneous Offenses) and repeal Section 5-2-25 of Article A (General Provisions) of Chapter 2 (Streets and Sidewalks) of Title 5 (Transportation and Environmental Services) and Repeal Article B (Alexandria Transportation Safety Commission) of Chapter 8 (Parking and Traffic Regulations) of Title 5 (Transportation and Environmental Services) and repeal Chapter 9 (Rebound Tumbling Centers) of Title 9 (Licensing and Regulation) of the Code of the City of Alexandria.

(A copy of the informal memorandum explaining the ordinance is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 17; 1/14/14, and is incorporated as part of this record by reference.

A copy of the ordinance referred to in the above item, of which each Member of Council received a copy not less than 24 hours before said introduction, is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 2 of Item No. 17; 1/14/14, and is incorporated as part of this record by reference.)

WHEREUPON, upon motion by Councilman Wilson, seconded by Councilwoman Pepper and carried unanimously, City Council passed the ordinance on first reading and set it for public hearing, second reading and final passage on January 25, 2014. The voting on the motion was as follows: In favor, Mayor Euille, Vice Mayor Silberberg, Councilman Chapman, Councilmember Lovain, Councilwoman Pepper, Councilman Smedberg and Councilman Wilson; Opposed, none.

Mr. Banks, City Attorney, explained the process in moving forward with outdated laws and ordinances.

OTHER

19. Update on the 2014 General Assembly Session.

(A copy of the City Manager's memorandum dated January 13, 2014, is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 19; 1/14/14, and is incorporated as part of this record by reference.)

Mr. Caton, Legislative Director, made a presentation of the bills and responded to questions of City Council.

WHEREUPON, upon motion by Councilman Smedberg, seconded by Councilwoman Pepper and carried unanimously, City Council approved the legislative positions included in attachment 1 of the docket item (recommended positions on bills of importance to the City) as recommended by City Council's Legislative Subcommittee. The voting on the motion was as follows: In favor, Mayor Euille, Vice Mayor Silberberg, Councilman Chapman, Councilmember Lovain, Councilwoman Pepper, Councilman Smedberg and Councilman Wilson; Opposed, none.

CONTESTED APPOINTMENTS

20. Commission on Information Technology 1 Citizen Member

(The following persons volunteered for appointment to the above Commission)

NAME:	ENDORSED BY:
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Pamela Corsini
Jordan Costen
Dennis McDonald

(Material pertaining to the above appointment is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 20; 1/14/14, and is incorporated as part of this record by reference.)

WHEREUPON, ballots were distributed, tellers were appointed and ballots tallied with following results: City Council appointed Jordan Costen as the one citizen member to the Commission on Information Technology. The voting was as follows:

Euille	-	Costen
Silberberg	-	McDonald
Chapman	-	Costen
Lovain	-	McDonald
Pepper	-	Corsini
Smedberg	-	Costen
Wilson	-	Costen

21. Environmental Policy Commission

1 Citizen-at-Large Member

(The following persons volunteered for appointment to the above Commission)

NAME:

ENDORSED BY:

Amy Burwell
Susan Gitlin

(Material pertaining to the above appointment is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 21; 1/14/14, and is incorporated as part of this record by reference.)

WHEREUPON, ballots were distributed, tellers were appointed and ballots tallied with following results: City Council appointed Susan Gitlin as the one citizen-at-large member to the Environmental Policy Commission. The voting was as follows:

Euille	-	Gitlin
Silberberg	-	Gitlin
Chapman	-	Gitlin
Lovain	-	Gitlin
Pepper	-	Gitlin
Smedberg	-	Gitlin
Wilson	-	Gitlin

22. Sanitation Authority/Alexandria Renew Enterprises

1 Citizen Member

(The following persons volunteered for appointment to the above Commission)

NAME:

ENDORSED BY:

Raighne Delaney
Jorianne Jernberg
Bruce Johnson
Laura Ledwith
David Mudarri
John Ray
Paul Stilp
David (Max) Williamson

(Material pertaining to the above appointment is on file in the Office of the City Clerk

and Clerk of Council, marked Exhibit No. 1 of Item No. 22; 1/14/14, and is incorporated as part of this record by reference.)

WHEREUPON, ballots were distributed, tellers were appointed and ballots tallied with following results: City Council appointed Bruce Johnson as the one citizen member to the Sanitation Authority/Alexandria Renew Enterprises. The voting was as follows:

Euille	-	Johnson
Silberberg	-	Johnson
Chapman	-	Delaney
Lovain	-	Johnson
Pepper	-	Johnson
Smedberg	-	Delaney
Wilson	-	Delaney

23. Sister Cities Committee
1 Citizen Member

(The following persons volunteered for appointment to the above Commission)

NAME:	ENDORSED BY:
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Tammie Harrison
Jessica Killeen
Eric O'Leary

(Material pertaining to the above appointment is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 23; 1/14/14, and is incorporated as part of this record by reference.)

WHEREUPON, ballots were distributed, tellers were appointed and ballots tallied with following results: City Council appointed Jessica Killeen as the one citizen member to the Sister Cities Committee. The voting was as follows:

Euille	-	O'Leary
Silberberg	-	Killeen
Chapman	-	Killeen
Lovain	-	Killeen
Pepper	-	Killeen
Smedberg	-	Killeen
Wilson	-	Killeen

REPORTS AND RECOMMENDATIONS OF THE CITY MANAGER FOR DISCUSSION

24. Consideration of Civic Engagement Handbook and Implementation Plan and Setting The Plan for Public Hearing and Adoption on Saturday, January 25, 2014.

(A copy of the City Manager's memorandum dated January 8, 2014, is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 24; 1/14/14, and is incorporated as part of this record by reference.)

Mr. Young, City Manager, gave opening remarks on the civic engagement handbook and implementation, and Ms. Hamer, Director, Planning and Zoning, made a presentation of the report and she, along with Mr. Gates, Deputy City Manager, responded to questions of City Council.

WHEREUPON, upon motion by Councilwoman Pepper, seconded by Councilman Chapman and carried 6-0, City Council received the revised Civic Engagement Handbook and Civic Engagement Implementation Plan and scheduled the public hearing for January 25, 2014. The voting on the motion was as follows: In favor, Mayor Euille, Vice Mayor Silberberg, Councilman Chapman, Councilwoman Pepper, Councilman Smedberg and Councilman Wilson; Opposed, none. (Councilmember Lovain was absent for the vote.)

25. Receipt of the 2013 Status of Implementation Report Related to Implementation of the 2003 Arlandria Action Plan.

(A copy of the City Manager's memorandum dated January 8, 2014, is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 25; 1/14/14, and is incorporated as part of this record by reference.)

Ms. Collins, Planner, Planning and Zoning, made a presentation of the staff report and she, along with Ms. Contreras, Planning and Zoning, responded to questions of City Council.

WHEREUPON, upon motion by Councilman Wilson, seconded by Councilman Smedberg and carried unanimously, City Council: 1. received the 2013 status of implementation report; and 2. directed staff to continue collaborative and community-based implementation of the 2003 Arlandria Action Plan. The voting on the motion was as follows: In favor, Mayor Euille, Vice Mayor Silberberg, Councilman Chapman, Councilmember Lovain, Councilwoman Pepper, Councilman Smedberg and Councilman Wilson; Opposed, none.

26. Approval of the City's Proposed FY 2015 and FY 2016 Transportation Project List Request for Northern Virginia Transportation Authority (NVTa) 70 Percent Funds.

(A copy of the City Manager's memorandum dated January 8, 2014, is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 26; 1/14/14, and is incorporated as part of this record by reference.)

Ms. Reinfeld, Transit Division Chief, Transportation and Environmental Services, made a presentation of the staff report and she, along with Ms. Marks, Transportation and Environmental Services, and Mr. Baier, Director, Transportation and Environmental Services, responded to questions of City Council.

WHEREUPON, a motion was made by Councilmember Lovain and seconded by Councilman Chapman, to approve the City Manager's recommendation for items 15 and 16 and the 10-year spread.

Councilmember Lovain withdrew his motion from the floor.

WHEREUPON, upon motion by Councilman Wilson, seconded by Councilwoman Pepper and carried unanimously, City Council deferred this item to the January 28, 2014 City Council meeting. The voting on the motion was as follows: In favor, Mayor Euille, Vice Mayor

Silberberg, Councilman Chapman, Councilmember Lovain, Councilwoman Pepper, Councilman Smedberg and Councilman Wilson; Opposed, none.

REPORTS AND RECOMMENDATIONS FROM BOARDS, COMMISSIONS AND COMMITTEES

ORAL REPORTS BY MEMBERS OF CITY COUNCIL

and

ORAL PRESENTATIONS BY MEMBERS OF CITY COUNCIL

1. Mayor Euille extended congratulations to Councilman Smedberg on becoming the new Chair of the Board of the Northern Virginia Transportation Commission for a one-year term.

2. Mayor Euille said the City's annual Martin Luther King Memorial Program will be this Wednesday evening, January 15, at 7:30 p.m. at the Lee Center.

3. Councilwoman Pepper noted the passing of two activists in the community: Odellia Hunter, a longtime resident of the City and a teacher as well as a principal in several of the schools. Julie Van Fleet, who fought for those things she felt strongly about, and sympathies go to Van Van Fleet.

4. Councilman Smedberg said that at the Northern Virginia Transportation Commission meeting, Mayor Euille was reappointed to the Metro Board, NVTB and the Virginia Transportation Authority.

5. Councilman Smedberg said Councilman Lovain was selected as second vice chair of the Council of Governments Transportation Planning Board.

6. Councilman Smedberg said Jennifer Mitchell is the new Director of the Department of Rail and Public Transit.

7. Councilman Chapman said that January is National Mentoring Month and the City is always looking for mentors. The annual event with non-profits that need mentors will be on January 28 from 6:00 to 8:00 p.m. at the Lyceum.

8. Councilman Chapman said that at the last Children, Youth and Families Collaborative Commission meeting, they heard from the folks at the Brin Morris Foundation, that recently commissioned a study to look at early care and education in Alexandria, and it called it the Risk and Reach Study, which talked about the demographics of the City, the risk indicators for early childhood and youth, as well as service capacity. It took a hard look at where are the biggest needs as a community, whether it came to health, prenatal care, childhood and childhood education, and services for families. The study is on the ACT for Alexandria website.

9. Vice Mayor Silberberg said she was elected secretary-treasurer for the Metropolitan Washington Council of Governments at its luncheon in mid December.

10. Mayor Euille congratulated First Night for a successful evening New Year's Eve.

ORAL REPORT FROM THE CITY MANAGER

None.

ORDINANCES AND RESOLUTIONS

27. Introduction and First Reading. Consideration. Passage on First and Second Reading of an Ordinance to Adopt Supplement Number 108 of the City Code. [ROLL-CALL VOTE]

(A copy of the informal memorandum explaining the ordinance is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 27; 1/14/14, and is incorporated as part of this record by reference.

A copy of the ordinance referred to in the above item, of which each Member of Council received a copy not less than 24 hours before said introduction, is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 2 of Item No. 27; 1/14/14, and is incorporated as part of this record by reference.)

WHEREUPON, upon motion by Councilwoman Pepper, seconded by Councilman Smedberg and carried unanimously by roll-call vote, City Council adopted the ordinance on first and second reading for supplement number 108 to the City Code. The voting on the motion was as follows: In favor, Mayor Euille, Vice Mayor Silberberg, Councilman Chapman, Councilmember Lovain, Councilwoman Pepper, Councilman Smedberg and Councilman Wilson; Opposed, none.

The ordinance reads as follows:

ORDINANCE NO. 4848

AN ORDINANCE adopting supplemental pages for The Code of the City of Alexandria, Virginia, 1981, as amended, and providing for the repeal of ordinances not included therein, except those saved from repeal by this ordinance, and for other purposes.

THE CITY COUNCIL OF ALEXANDRIA HEREBY ORDAINS:

Section 1. That the sections and portions thereof set forth in the supplemental and replacement pages for The Code of the City of Alexandria, Virginia, 1981, each of which pages is identified in the lower left-hand corner by the notation "Supp. No. 108," are hereby adopted as and shall constitute "The One Hundred and Eighth Supplement to The Code of the City of Alexandria, Virginia, 1981."

Section 2. That the sections and portions thereof set forth in "The One Hundred and Eighth Supplement to The Code of the City of Alexandria, Virginia, 1981" shall be in force and effect on and after the effective date of this ordinance, and all ordinances of a general and permanent nature which were adopted between September 21, 2013 through November 12, 2013, inclusive, and which are not included in such supplement or in The Code of the City of Alexandria, Virginia, 1981, as amended, are hereby repealed, except as otherwise provided in section 3 of this ordinance.

Section 3. That the repeal provided for in section 2 of this ordinance shall not affect any offense or act committed or done, or any penalty or forfeiture incurred, or any contract established or accruing prior to the effective date of this ordinance; nor shall it affect any prosecution, suit or proceeding pending or any judgment rendered prior to said date; nor shall it affect any ordinance adopted after November 12, 2013, which amends the Zoning Ordinance of the City of Alexandria, Virginia, 1992, as amended; nor shall it affect any ordinance saved from repeal by Ordinance No. 1250; nor shall it affect any ordinance listed in appendices A through J, both inclusive, of The Code of the City of Alexandria, Virginia, 1981, or any pages supplemental to such appendices; nor shall it affect any provision of any ordinance adopted between September 21, 2013 through November 12, 2013, inclusive, and which is inadvertently omitted from or erroneously incorporated into "The One Hundred and Eighth Supplement to The Code of the City of Alexandria, Virginia, 1981," or any other supplement to the code; nor shall it affect any ordinance adopted after the effective date of this ordinance.

Section 4. That one complete set of pages comprising "The One Hundred and Eighth Supplement to The Code of the City of Alexandria, Virginia, 1981," shall be stapled or otherwise permanently fastened together, shall be manually signed on the front sheet by the mayor and the city clerk, and shall be filed in the office of the city clerk and made available to any person desiring to inspect the same. In addition, one complete set of the supplemental and replacement pages of such supplement shall be properly inserted into the copy of The Code of the City of Alexandria, Virginia, 1981, which bears the manual signatures of the mayor and the city clerk, and such code, as amended and supplemented, shall be kept on file in the office of the city clerk and be made available to any person desiring to inspect the same.

Section 5. This ordinance shall become effective upon the date and at the time of its final passage.

28. Consideration of a Resolution to Establish a New Development Parking Standards Task Force. [ROLL-CALL VOTE]

(A copy of the City Manager's memorandum dated January 8, 2014, is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 28; 1/14/14, and is incorporated as part of this record by reference.)

Ms. Beach, Planning and Zoning, responded to questions of City Council on the Task Force.

Mayor Euille suggested that this be referred to as parking standards for new development projects and not new development parking standards.

WHEREUPON, upon motion by Councilman Smedberg, seconded by Councilman Wilson and carried unanimously by roll-call vote, City Council: 1. accepted the update on the New Development Parking Standards Study; 2. approved the resolution establishing a New Development Parking Standards Task Force; 3. requested that the chairs of the Planning Commission, Transportation Commission and the Traffic and Parking Board each nominate a member from their groups to serve on the task force; and 4. authorized the City Manager to appoint the remaining members and to designate the chair of the task force. Council amended the resolution in the first clause about the mission of the task force, noting that it is a narrowly focused task force. The voting on the motion was as follows: In favor, Mayor Euille,

Vice Mayor Silberberg, Councilman Chapman, Councilmember Lovain, Councilwoman Pepper, Councilman Smedberg and Councilman Wilson; Opposed, none.

The resolution reads as follows:

RESOLUTION NO. 2592

WHEREAS, City Council wishes to establish a New Development Parking Standards Task Force;
and

WHEREAS, the New Development Parking Standards Task Force will conduct specified tasks outlined in this resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ALEXANDRIA, VIRGINIA:

1.That there is hereby established the New Development Parking Standards Task Force (the "Task Force") whose mission is to provide input on future to-be-recommended revisions to the City's parking standards for new development.

2.That the Task Force shall consist of nine members and the composition of the group shall be as follows:

Planning Commission	(1)
Transportation Commission	(1)
Traffic and Parking Board	(1)
Former Old Town Area Parking Study (OTAPS) Work Group	(1)
NAIOP, the Commercial Real Estate Development Association	(1)
Mixed-Use Developer with experience in Alexandria and other urban areas	(1)
At-Large Alexandria Residents	(3)
At-Large Alexandria Resident with expertise in regional transportation or parking issues	(1)
Total	(9)

3.That the Chairs of the above named commissions and organizations shall nominate a member of their group to serve on the Task Force.

4.That the remaining slots will be appointed by the City Manager based on a call for nominations publicized through the City's eNews service, notices to civic and community associations, and the City's website.

5.That the City Manager shall designate the Chair of the Task Force.

6. That the mission of the Task Force shall be to provide input to City staff on recommended revisions to the City's parking standards for new development.

7. That the Task Force is an advisory group that shall complete the following tasks:

- a. Provide input to City staff on revisions to the City's parking standards for new development.
- b. Develop consensus (to the degree possible) on recommendations. If necessary, differing opinions may be reported.
- c. Submit a report to the Directors of the Departments of Planning and Zoning and Transportation and Environmental Services on the Task Force's comments on proposed recommendations. The recommendations will be considered in the final recommendations to the Traffic and Parking Board, Planning Commission and City Council.
- d. Assist and support City staff's community engagement efforts by reporting back to the commissions, boards, and groups that they represent; in addition to the Alexandria Community at-large.

8. That the Task Force will be staffed by representatives of the Department of Transportation and Environmental Services and the Department of Planning and Zoning.

9. That the Task Force shall meet as needed.

10. That the Task Force will sunset at the completion of their stated task at the conclusion of the multi-phased parking study process.

29. Consideration of a Resolution to Amend and Restate the Supplemental Retirement Plan. [ROLL-CALL VOTE]

(A copy of the City Manager's memorandum dated January 8, 2014, is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 29; 1/14/14, and is incorporated as part of this record by reference.)

WHEREUPON, upon motion by Councilman Smedberg, seconded by Councilman Wilson and carried unanimously by roll-call vote, City Council adopted the resolution which amends and restates the supplemental retirement plan to make technical corrections that add, delete or modify the plan document language to clarify the plan administration and to comply with Internal Revenue Service regulatory requirements; and to restate the plan document to combine the January 1, 2009 restatement and the subsequent amendments into one document. The voting on the motion was as follows: In favor, Mayor Euille, Vice Mayor Silberberg, Councilman Chapman, Councilmember Lovain, Councilwoman Pepper, Councilman Smedberg and Councilman Wilson; Opposed, none.

The resolution reads as follows:

RESOLUTION NO. 2593

WHEREAS, the City of Alexandria maintains the "City of Alexandria Supplemental Retirement Plan" (the "Plan"); and

WHEREAS, the City of Alexandria desires to adopt and incorporate certain amendments to the Plan as set forth in the Plan attached hereto; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ALEXANDRIA, VIRGINIA THAT the Alexandria City Council does hereby recognize, adopt, amend, approve and restate the Plan to incorporate the amendments attached hereto and incorporated fully herein by reference; and

BE IT FURTHER RESOLVED THAT this Resolution shall be effective immediately; provided however, that the amendments hereby approved shall be effective as stated in the Plan.

30. Consideration of a Resolution to Amend and Restate the City of Alexandria Pension Plan for Firefighters and Police Officers (Closed Plan). [ROLL-CALL VOTE]

(A copy of the City Manager's memorandum dated January 8, 2014, is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 30; 1/14/14, and is incorporated as part of this record by reference.)

WHEREUPON, upon motion by Councilman Smedberg, seconded by Councilman Wilson and carried unanimously by roll-call vote, City Council adopted the resolution which amends and restates the City of Alexandria pension plan for firefighters and police officers, in order to make technical corrections that add, delete or modify the plan document language to clarify the plan administration and to comply with Internal Revenue Service regulatory requirements, and to restate the plan document to combine the January 1, 2009 restatement and the subsequent amendments into one document. The voting on the motion was as follows: In favor, Mayor Euille, Vice Mayor Silberberg, Councilman Chapman, Councilmember Lovain, Councilwoman Pepper, Councilman Smedberg and Councilman Wilson; Opposed, none.

The resolution reads as follows:

RESOLUTION NO. 2594

WHEREAS, the City of Alexandria maintains “City of Alexandria Pension Plan for Firefighters and Police Officers” (the “Old Plan”); and

WHEREAS, the City of Alexandria desires to adopt and incorporate certain amendments to the Plan as set forth in the Amendment attached hereto; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ALEXANDRIA, VIRGINIA THAT the Alexandria City Council does hereby recognize, adopt, amend, approve and restate the Plan to incorporate the amendments attached hereto and incorporated fully herein by reference; and

BE IT FURTHER RESOLVED THAT this Resolution shall be effective immediately; provided however, that the amendments hereby approved shall be effective as stated in the Plan.

31. Consideration of Grant Application and Adoption of a Resolution for FY 2015 Funding for the Continuation of the Alexandria Transportation Demand Management Program.

[ROLL-CALL VOTE]

(A copy of the City Manager's memorandum dated January 8, 2014, is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 31; 1/14/14, and is incorporated as part of this record by reference.)

Ms. Marks, Transportation and Environmental Services, along with Mr. Ortiz, Transportation and Environmental Services, made a presentation of the staff report and responded to questions of City Council.

WHEREUPON, upon motion by Councilman Smedberg, seconded by Councilmember Lovain and carried unanimously by roll-call vote, City Council: 1. adopted the resolution; and 2. authorized the City Manager to: (a) submit a grant application and the resolution to the Virginia Department of Rail and Public Transportation for FY 2015 funding in the amount of \$241,022 which will be matched by \$60,255 of City funds, for a total program of \$301,277 for the continuation of the City's TDM services; (b) approve the continuation of two full-time, grant-funded positions (transit specialist I and transit services assistant I) to administer the ongoing TDM program. Continuation of these positions is contingent upon continuation of funding from DRPT or other non-City sources; and (c) execute all necessary documents that may be required under this program. The voting on the motion was as follows: In favor, Mayor Euille, Vice Mayor Silberberg, Councilman Chapman, Councilmember Lovain, Councilwoman Pepper, Councilman Smedberg and Councilman Wilson; Opposed, none.

The resolution reads as follows:

RESOLUTION NO. 2595

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 transportation demand management 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 \$241,022 to defray the costs borne by the PUBLIC BODY for continuation of the ALEXANDRIA TRANSPORTATION DEMAND MANAGEMENT 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, that the PUBLIC BODY will provide funds in the amount of \$60,255, 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.

Accounts and those 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.

OTHER

32. Consideration of City Council Schedule.

(A copy of the City Manager's memorandum dated January 8, 2014, is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 32; 1/14/14, and is incorporated as part of this record by reference.)

Mayor Euille noted that the joint meeting with Arlington County has been postponed to a later date.

Councilwoman Pepper said that April 26 is National Rebuilding Day, which will conflict with the City's Earth Day.

Vice Mayor Silberberg noted that she will be traveling to Dallas more frequently in the coming weeks to support and spend time with her mother, who has been battling non-Hodgkin Lymphoma and will now be entering hospice care.

WHEREUPON, upon motion by Councilwoman Pepper, seconded by Councilman Smedberg and carried unanimously, City Council: 1. received the revised Council calendar, which includes: 2014 Alexandria Earth Day, which is scheduled for Saturday, April 26 from 10:00 a.m. to 2:00 p.m. at Ben Brenman Park; and 2. approved the calendar. The voting on the motion was as follows: In favor, Mayor Euille, Vice Mayor Silberberg, Councilman Chapman, Councilmember Lovain, Councilwoman Pepper, Councilman Smedberg and Councilman Wilson; Opposed, none.

33. Consideration of Convening a Closed Meeting for the Purpose of Consulting with Legal Counsel Regarding a Pending Legal Matter.

WHEREUPON, upon motion by Councilman Wilson, seconded by Councilman Smedberg and carried unanimously, at 9:25 p.m., City Council convened in closed executive session to consult with staff and legal counsel regarding threatened or pending litigation, specifically the litigation and/or settlement of certain land use matters, and the litigation and/or settlement of certain personnel matters, pursuant to Section 2.2-3711(a)(7) of the Code of Virginia. The voting on the motion was as follows: In favor, Mayor Euille, Vice Mayor Silberberg, Councilman Chapman, Councilmember Lovain, Councilwoman Pepper, Councilman Smedberg and Councilman Wilson; Opposed, none.

WHEREUPON, upon motion by Councilman Smedberg, seconded by Vice Mayor Silberberg and carried 5-0, at 10:39 p.m., City Council reconvened the meeting. The voting on the motion was as follows: In favor, Mayor Euille, Vice Mayor Silberberg, Councilmember Lovain, Councilwoman Pepper and Councilman Smedberg; Opposed, none. (Councilman Wilson and Councilman Chapman were absent for the vote.)

WHEREUPON, upon motion by Councilman Smedberg, seconded by Councilmember Lovain and carried 5-0 by roll-call vote, City Council adopted a resolution pertaining the Executive Session. The voting on the motion was as follows: In favor, Mayor Euille, Vice Mayor Silberberg, Councilmember Lovain, Councilwoman Pepper and Councilman Smedberg; Opposed, none. (Councilman Wilson and Councilman Chapman were absent for the vote.)

The resolution reads as follows:

RESOLUTION NO. 2596

WHEREAS, the Alexandria City Council has this 14th day of January 2014, recessed into executive session pursuant to a motion made and adopted in accordance with the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by the city council that such executive session was conducted in accordance with Virginia law;

NOW, THEREFORE, BE IT RESOLVED, that the city council does hereby certify that, to the best of each member's knowledge, only public business matters that were identified in the motion by which the executive session was convened, and that are lawfully exempted by the Freedom of Information Act from the Act's open meeting requirements, were heard, discussed or considered by council during the executive session.

* * * * *

THERE BEING NO FURTHER BUSINESS TO BE CONSIDERED, upon motion by Councilman Smedberg, seconded by Councilwoman Pepper and carried 5-0, the regular meeting of January 14, 2014, was adjourned at 10:40 p.m. The voting was as follows: In favor, Mayor Euille, Vice Mayor Silberberg, Councilmember Lovain, Councilwoman Pepper and Councilman Smedberg; Opposed, none. (Councilman Wilson and Councilman Chapman were absent for the vote.)

APPROVED BY:

WILLIAM D. EUILLE MAYOR

ATTEST:

Jacqueline M. Henderson
City Clerk and Clerk of Council



Legislation Details (With Text)

File #:	14-2269	Name:	proclamation for arts anniversaries
Type:	Proclamation	Status:	Agenda Ready
File created:	12/30/2013	In control:	City Council Legislative Meeting
On agenda:	1/28/2014	Final action:	
Title:	Presentation of a Proclamation Declaring 2014 as the Year of Celebrating the Arts and a Year of Extraordinary Arts Anniversaries in the City of Alexandria.		
Sponsors:			
Indexes:			
Code sections:			
Attachments:	14-2269 proclamation		

Date	Ver.	Action By	Action	Result
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Presentation of a Proclamation Declaring 2014 as the Year of Celebrating the Arts and a Year of Extraordinary Arts Anniversaries in the City of Alexandria.

PROCLAMATION

WHEREAS, during 2014 many of Alexandria's arts organizations are celebrating milestone anniversaries; and

WHEREAS, the arts enhance and enrich the lives of every American and play a unique role in the lives of our families, our communities, and our country; and

WHEREAS, the nonprofit arts industry also strengthens our economy by generating \$135.2 billion in total economic activity annually and by supporting the full-time equivalent of 4.1 million; and

WHEREAS, the arts and humanities lie at the center of economic vitality in the City of Alexandria by generating over \$80 million in total economic activity annually and by supporting the full-time equivalent of 1,803 jobs; and

WHEREAS, ArtPlace has identified the City of Alexandria as one of the top art places in the country; and

WHEREAS, a consortium of arts organizations who are celebrating milestone anniversaries in 2014 have come together to collaborate on several year-long celebrations; and

WHEREAS, the goals for pillar arts activities offered in 2014 Celebrating the Arts: A Year of Extraordinary Anniversaries" and the Alexandria Spring ArtFEST will be to showcase and celebrate the milestone anniversaries of the 16 members of the Arts Consortium; build stronger partnerships and collaborations among arts organizations and individual artists; outreach and engage youth and families to become aware and participate in the arts offerings of the City of Alexandria; and, emphasize the value of the arts to Alexandria's diverse economy; and

WHEREAS, the arts organizations celebrating extraordinary anniversaries include the Old Town Theater 100 years; The Little Theatre of Alexandria 80 years; Alexandria Symphony Orchestra 70 years; The Art League 60 years; Northern Virginia Fine Arts Association 50 years; Torpedo Factory Art Center 40 years; MetroStage and the Alexandria Commission for the Arts 30 years; Washington Balalaika Society 25 years; First Night Alexandria and Ten Thousand Villages 20 years; Choreographers Collaboration Project 15 years; Arts on the Horizon, Ambassador Theater, and the Youth Arts Festival, five years; and

WHEREAS, the City of Alexandria continues to encourage support and appreciation for the arts as a cornerstone of Alexandria's identity, cultural, social, and economic vitality.

NOW, THEREFORE, I, WILLIAM D. EUILLE, Mayor of the City of Alexandria, Virginia, and on behalf of the Alexandria City Council, do hereby proclaim 2014 as:

**"CELEBRATING THE ARTS:
A YEAR OF EXTRADORDINARY ARTS ANNIVERSARIES"**

in the City of Alexandria and formally call upon our citizens to celebrate, promote and recognize the importance of arts and culture in their daily lives.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Alexandria to be affixed this 31st day of December, 2013.

WILLIAM D. EUILLE MAYOR
On behalf of the City Council
of Alexandria, Virginia

ATTEST:

Jacqueline M. Henderson, MMC City Clerk



Legislation Details (With Text)

File #:	14-2351	Name:	George Washington Birthday month
Type:	Proclamation	Status:	Agenda Ready
File created:	1/21/2014	In control:	City Council Legislative Meeting
On agenda:	1/28/2014	Final action:	
Title:	Presentation of a Proclamation Declaring the Month of February to be George Washington Birthday Celebration Month in the City of Alexandria.		
Sponsors:			
Indexes:			
Code sections:			
Attachments:	14-2351 proclamation		

Date	Ver.	Action By	Action	Result
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Presentation of a Proclamation Declaring the Month of February to be George Washington Birthday Celebration Month in the City of Alexandria.

WHEREAS, George Washington, the father of our country, at age eleven chose to live at Mt. Vernon with his stepbrother Lawrence, assisted in surveying our city's streets, bought property, built a house, conducted business, caught up on local news, drilled his troops in Market Square and bade a final farewell to them from the steps of Wise's Tavern, and for many years enjoyed shopping, dining, dancing, playing cards, and celebrating important events here, including Birthnight banquets and balls held in his honor at Gadsby's and Wise's Taverns; and

WHEREAS, George Washington was a visionary citizen who made numerous contributions to our city such as helping to found and endow the Alexandria Academy, including funding scholarships for poor boys and girls at a time when girls generally were thought to need little academic education; and

WHEREAS, George Washington donated a fire engine to our city to enhance public safety, contributed generously to several local churches, including St. Mary's Roman Catholic Church, and regularly attended Christ Church where he bought a pew; and

WHEREAS, George Washington is honored as the father of our country because of his exemplary contributions to the American Revolution as Commander-in-Chief of our armed forces, service as president of the Constitutional Convention and unanimous election as first President of the United States of America, and whom his close Alexandria friend Gen. "Light-Horse" Harry Lee called "first in war, first in peace, and first in the hearts of his countrymen"; and

WHEREAS, the George Washington Birthday Committee was established by City Council to plan and carry out the City's annual George Washington Birthday Celebration to show our affection, respect and gratitude to this hero, and the Committee supports a variety of events throughout the month of February celebrating the life of George Washington, to include a Birthnight Banquet and Ball, a 10K foot race, the Cherry Challenge Contest at local restaurants, development of information about Washington's life and achievements for the media, a historical battle re-enactment, walking tours of Old Towne sites associated with Washington, a ceremony honoring the Unknown Soldier of the American Revolutionary War, and the nation's largest George Washington Birthday Parade; and

WHEREAS, these events may be enjoyed by all citizens and visitors to our City; and

WHEREAS, the George Washington Birthday Celebration Committee is to be commended for its work on behalf of our citizens.

NOW, THEREFORE, I, WILLIAM D. EUILLE, Mayor of the City of Alexandria, Virginia, on behalf of the Alexandria City Council, do hereby proclaim the month of February to be

"GEORGE WASHINGTON BIRTHDAY CELEBRATION MONTH"

In honor of the 282nd birthday of our country's first President on February 22, 1732.

FURTHER, I hereby welcome all visitors to our City and urge everyone to attend and enjoy these activities offered during the month of February.

***IN WITNESS WHEREOF,** I have hereunto set my hand and caused the Seal of the City of Alexandria to be affixed this 28th day of January, 2014.*

***WILLIAM D. EUILLE* MAYOR**

*On behalf of the City Council
of Alexandria, Virginia*

ATTEST:

Jacqueline M. Henderson, MMC City Clerk

January 21, 2011

Receipt of the following resignations from Members of Boards, Commissions and Committees:

- (a) Alexandria Transportation Commission
Jennifer Mitchell (*effective January 13, 2014*)
John Komoroske (*effective February 7, 2014*)
- (b) Commission for the Arts
Sarah Pearson (*effective January 14, 2014*)
Beth Tuttle (*effective January 20, 2014*)
Karen Conkey (*effective January 21, 2014*)
- (c) Commission on Aging
Pat McBride (*effective January 9, 2014*)
Margaret Gaynor (*effective January 9, 2014*)
- (d) Commission on HIV/AIDS
Amy Treacle (*effective January 21, 2014*)
- (e) Planning Commission
John Komoroske (*effective February 7, 2014*)

These resignations are for information only.

Name of Council Member

Endorsement

UNCONTESTED APPOINTMENTS

Alexandria Gang Prevention Community Task Force

(3-year term)

1 representative of elementary schools

_____ Susan Stickles *

Archaeological Commission

(4-year term)

1 member from Planning District II

_____ Rebecca Siegal

Beauregard Design Advisory Committee

(2-year term)

1 member representing the business community

_____ Shawn Glerum

Building Code Board of Appeals

(5-year term)

1 citizen member

_____ Mary Shea

Commission on HIV/AIDS

(3-year term)

1 citizen member

_____ Elizabeth Mount

* incumbent

Name of Council Member

Endorsement

UNCONTESTED APPOINTMENTS

Historic Alexandria Resources Commission

(2-year term)

1 member-at-large from Planning District III

_____ Elliot Bell-Krasner

Potomac Yard Design Advisory Committee

(2-year term)

1 representative of the Potomac Yard area

_____ Christopher Bellanca *

Public Health Advisory Commission

(2-year term)

1 citizen member who shall be a health professional

_____ Katie Dziak

* incumbent



Legislation Details (With Text)

File #: 14-2341 **Name:**

Type: **Status:** Agenda Ready

File created: 1/16/2014 **In control:** City Council Legislative Meeting

On agenda: 1/28/2014 **Final action:**

Title: Consideration of a Request from the Children, Youth and Family Collaborative Commission for Permission to Submit Comments on Proposed Changes in State Child Care Policy.

Sponsors:

Indexes:

Code sections:

Attachments: [14-2341_CYFC Commission Child Day Care Change Letter](#)

Date	Ver.	Action By	Action	Result
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City of Alexandria, Virginia

MEMORANDUM

DATE: JANUARY 22, 2014

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: RASHAD M. YOUNG, CITY MANAGER /s/

DOCKET TITLE:

Consideration of a Request from the Children, Youth and Family Collaborative Commission for Permission to Submit Comments on Proposed Changes in State Child Care Policy.

ISSUE: Request from the Children, Youth and Family Collaborative Commission (CYFCC) for permission to submit comments on proposed changes in Virginia Department of Social Services (VDSS) Child Care Policy.

RECOMMENDATION: That City Council approve the submission of comments by the CYFCC regarding the impact of proposed changes in VDSS child care policy.

BACKGROUND: The VDSS submitted a revised child care policy for public review at the Virginia Regulatory Townhall in November, 2013. The CYFCC voted on January 8 to request the approval of City Council to allow the Commission to submit the comments on the impact of the policy changes that are included in the attached letter (Attachment I).

DISCUSSION: The comments of the CYFCC regarding the proposed child care policy changes mirror exactly the City's position. The requirement that applicants for child care services be eighteen (18) years of age will severely limit the ability of teen parents to qualify for child care which allows them to continue their education. If the teen's parent has to be the applicant, their income will have to be counted and, if the teen's parent does not work, the teen would not be eligible. The limit of 72 months (six years) will be a barrier to employment and eventual self-sufficiency for many parents and will be a threat to the safety of school age children who may be left at home, unsupervised, during after school hours. The third proposed revision requires child care applicants to apply for child support, which we support so long as local agencies have the flexibility to exempt applicants who can document that they are at risk of domestic violence if they file for support.

FISCAL IMPACT: If teen parents are not eligible for the Child Day Care Fee System, localities may have to identify other resources, including local dollars, to ensure that teen parents are able to complete their education.

ATTACHMENTS:

Attachment I - Letter dated January 9, 2014 from the Children, Youth and Family Collaborative Commission, requesting the permission of City Council to submit comments on proposed VDSS child care regulations.

STAFF:

Debra R. Collins, Deputy City Manager and Interim Director, Department of Community and Human Service (DCHS)

Suzanne T. Chis, Deputy Executive Director, DCHS

Deborah Warren, Director, Center for Children and Families, DCHS

Carol M. Farrell, Chief, Early Childhood Division, DCHS



ALEXANDRIA CHILDREN, YOUTH AND FAMILIES COLLABORATIVE COMMISSION

Department of Community and Human Services Center, 2525 Mount Vernon Avenue, Alexandria, VA 22301

January 9, 2014

The Honorable Mayor and Members of City Council
City of Alexandria
City Hall
301 King Street, Room 2300
Alexandria, VA 22314

Mr. Mayor and Members of Council:

In accordance with City Ordinance Section 2-4-5(d), the Children, Youth and Families Collaborative Commission (CYFCC), requests City Council permission to submit written and oral comment to the Virginia Department of Social Services (DSS) regarding its proposed rule change that, if adopted, will:

1. require applicants for Child Day Care Fee System funds in the Commonwealth to be at least 18 years old;
2. limit receipt of services to 6 years total per family; and,
3. require applicants to file for child support through the Division of Child Support Enforcement.

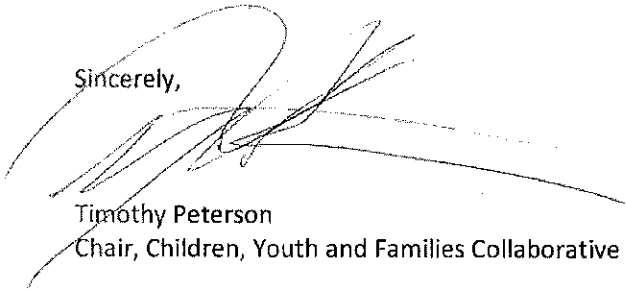
By unanimous vote of the members present at its meeting of December 11, 2013, the CYFCC seeks to submit the following comments:

- The Alexandria Children, Youth and Families Commission, with concurrence of the Alexandria City Council, opposes the requirement that applicants for Child Day Care Fee System dollars in the Commonwealth of Virginia must be 18 years old. This rule change will have a significant impact on teen parents because, if the grandmother of the teen mom is the default applicant and she doesn't work, the teen would not be eligible for child care. We also believe that the income of the grandmother/applicant will be counted in determining eligibility if she does work.
- The Alexandria Children, Youth and Families Commission, with concurrence of the Alexandria City Council, opposes placing a limit on the number of years a family receives services. It often takes longer than six years for a family to become self-sufficient. In addition, after six years many of the children in these families are school age and after-school care is less expensive but still very important because it provides a safe environment for children who would otherwise be at-risk of becoming latch-key kids and provides needed academic support, as well.

- The Alexandria Children, Youth and Families Commission, with concurrence of the Alexandria City Council, supports the requirement to file for child support so long as there is flexibility to exempt an applicant who can document that they are at risk of domestic violence if they file for child support.

With permission of City Council, we will submit these comments in writing and orally to the VDSS. Public comments are due on or before January 17, 2014.

Sincerely,

A handwritten signature in black ink, appearing to read 'Timothy Peterson', with a long horizontal flourish extending to the right.

Timothy Peterson
Chair, Children, Youth and Families Collaborative Commission



Legislation Details (With Text)

File #: 14-2213 **Name:**

Type: **Status:** Agenda Ready

File created: 12/5/2013 **In control:** City Council Legislative Meeting

On agenda: 1/28/2014 **Final action:**

Title: Consideration of Release of Funds from FY 2014 Contingent Reserves to Support the Sheriff's Office Child Safety Seat Installation Program.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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City of Alexandria, Virginia

MEMORANDUM

DATE: JANUARY 22, 2014

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: RASHAD M. YOUNG, CITY MANAGER /s/

DOCKET TITLE:

Consideration of Release of Funds from FY 2014 Contingent Reserves to Support the Sheriff's Office Child Safety Seat Installation Program.

ISSUE: Consideration of release of funds in the amount of \$10,000 from FY 2014 Contingent Reserves to support the Sheriff's Office newly implemented Child Safety Seat Installation Program.

RECOMMENDATION: That City Council approve the release of \$10,000 from FY 2014 Contingent Reserves to fund operations of the Sheriff's Office Child Safety Seat Installation Program.

BACKGROUND: The Sheriff's Office established a child safety seat installation program in response to a growing need in the City to enhance the safe transportation of infants and toddlers within the City. A prior program of child safety seat installation had terminated and for several years, no regular, ongoing child safety seat installation program existed within the City of Alexandria. Sheriff Dana Lawhorne, hoping to fill this void, announced in FY2013 his plans to establish a new child safety seat installation program in FY 2014, as a

service to the families living within the City of Alexandria. City Council approved the sum of \$10,000 from the City's Contingent Reserves to assist in the establishment of the new program and to help fund the program's ongoing costs.

DISCUSSION: The Sheriff's Office requests that Council approve the release of \$10,000 from Contingent Reserves as approved by Council for FY 2014. The program was established in August 2013. Since that time, Sheriff's Office deputies have installed more than 100 child safety seats.

FISCAL IMPACT: The fiscal impact is limited to the allocation of funds approved from the FY 2014 Contingent Reserves. Any costs incurred in addition to the \$10,000 allocation will be absorbed by the Sheriff's Office.

The funds will be targeted first and primarily to pay staff overtime costs associated with maintaining the program. Our Deputies participate in safety seat installation events, most of which occur after hours (weekends). The money will ensure that the Deputies assigned to do these install events will be compensated for their participation.

A smaller portion of the funds will pay for equipment needed to do the installations, including car seats, as well as buckles, belts, etc. needed to adjust the seats properly during the installation.

STAFF:

Michele R. Evans, Deputy City Manager

Mondre' H. Kornegay, Technical Services Commander, Sheriff's Office

Michael Neebe, Sergeant, Technical Services, Sheriff's Office

Cindy Catlett, Fiscal Officer III, Sheriff's Office



Legislation Details (With Text)

File #: 14-2338 **Name:**
Type: **Status:** Agenda Ready
File created: 1/15/2014 **In control:** City Council Legislative Meeting
On agenda: 1/28/2014 **Final action:**
Title: Consideration of Authorization for City Manager to Sign a Memorandum of Agreement with NVTC to Support the Washington Metropolitan Area Transit Authority's New Electronic Payments Program.
Sponsors:
Indexes:
Code sections:
Attachments: [14-2338 Attachment 1 MOA with NVTC for NEPP Technical Assistance](#)

Date	Ver.	Action By	Action	Result
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City of Alexandria, Virginia

MEMORANDUM

DATE: JANUARY 22, 2014
TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL
FROM: RASHAD M. YOUNG, CITY MANAGER /s/

DOCKET TITLE:

Consideration of Authorization for City Manager to Sign a Memorandum of Agreement with NVTC to Support the Washington Metropolitan Area Transit Authority's New Electronic Payments Program.

ISSUE: Consideration of a memorandum of agreement (MOA) with the Northern Virginia Transportation Commission (NVTC) for coordination of technical analysis, testing, funding, and administration for Washington Metropolitan Area Transit Authority's (WMATA) New Electronic Payments Program (NEPP).

RECOMMENDATION: That City Council authorizes the City Manager to sign the MOA with NVTC for coordination of technical analysis, testing, funding, and administration for WMATA's NEPP system.

BACKGROUND: WMATA is seeking to modernize and eventually replace the existing SmarTrip fare collection system. By December 2020, the NEPP system is expected to be completely in place on all modes in WMATA's system. NEPP uses non-proprietary technology and is based on a centralized data system. The implementation of NEPP will allow riders to pay transit fares using smartphones with near-field

communication capability, as well as chip-enabled contactless cards, such as debit, credit, and federal government ID cards. WMATA is expected to begin a pilot program by the summer of 2014 on the NEPP system. The pilot program will feature the installation of NEPP equipment in 10 Metrorail stations, aboard 50 branded-route Metrobuses, and in two parking lots. Two thousand Metro riders will be selected to participate in the pilot program to test the performance and reliability of the new system.

Participating transit agencies and jurisdictions in Northern Virginia, the District of Columbia, and Maryland are being asked to jointly design and test the NEPP system with the eventual goal of achieving a uniform regional approach to fare collection. Each participating agency and jurisdiction will be allowed to customize and implement the NEPP system to suit their needs. NEPP will ultimately be employed along the Crystal City Potomac Yard Transitway and throughout the DASH system. The City and DASH will work together to develop a timeline for implementation and identify potential funding sources for what is estimated to be a \$0.5 million to \$1.0 million up front capital cost. Operating costs are to be determined.

The following goals for the NEPP system have been identified by NVTC and participating jurisdictions and agencies:

- Maximize passenger convenience in purchasing and using fare media;
- Continue to maximize transit integration by allowing passengers to travel seamlessly between and among different transit service providers and transportation modes;
- Support broad access to transit through NEPP system policies and programs;
- Ensure commonality of passenger fare collection practices leveraging existing, accessible technology and the ability for customers to still use cash on board buses if desired; and
- Maintain local decision making authority and coordinate policies and procedures regionally to support continued seamless operation of the NEPP system.

DISCUSSION: To achieve the program goals identified by NVTC and participating jurisdictions and agencies, a coordinated approach to the regional administration of NEPP is critical. NVTC, working with WMATA, VRE, and PRTC, has taken the lead for Northern Virginia on the coordination of the NEPP system development, testing, and implementation. NVTC played a similar role during the implementation of WMATA's SmarTrip system, and their leadership proved invaluable in the successful roll out of SmarTrip throughout Northern Virginia.

NVTC will provide support in the following areas: fare policy coordination, fare technology, and operating/administrative procedures. There may also be procedural issues that will require a coordinated response, which can best be addressed by a standing committee of jurisdictional and agency partners. The MOA sets forth the principles that will be used in establishing a centralized administrative/coordinating function and principles for jurisdiction or agency participation. After establishing MOAs with participating jurisdictions and agencies, NVTC will issue an RFP for technical services.

FISCAL IMPACT: In December 2013, NVTC applied for and was awarded a FY2014 mid-cycle grant for \$200,000 from the Virginia Department of Rail and Public Transportation to provide technical analysis, testing, funding, and administration for the roll out of the NEPP system. The mid-cycle grant requires a combined \$100,000 match from NVTC's participating jurisdictions and agencies. The City's share of the FY2014 match is \$11,062.03. NVTC plans to apply for additional grant funding which would increase the City's match share in FY2015. For FY2015, the City's expected match will be \$22,124.06. Both the FY2014 and FY2015 expenses can be paid for from the NVTC Trust Fund and will have no impact on the City's General Fund.

The City will seek non-General Fund sources to pay for the \$0.5 million to \$1.0 million capital costs of acquiring this new electronic fare technology.

ATTACHMENTS:

Attachment 1 - Memorandum of Agreement Regarding Coordination of Technical Analysis, Testing, Funding, and Administration for New Electronic Payments Program System (NEPP)

STAFF:

Mark B. Jinks, Deputy City Manager, CMO

Nelsie Smith, Director, OMB
Richard J. Baier, P.E., LEED AP, Director, T&ES
Sandra Marks, Acting Deputy Director, T&ES
Marti Reinfeld, Transit Division Chief, T&ES
Antonio Baxter, Strategic Management Services Division Chief, T&ES
Christopher Bever, Budget Analyst, OMB
Morgan Routt, Assistant Director, OMB
Pierre Holloman, Transit Planner, T&ES

MEMORANDUM OF AGREEMENT

**REGARDING COORDINATION OF TECHNICAL ANALYSIS, TESTING, FUNDING AND
ADMINISTRATION for NEW ELECTRONIC PAYMENTS PROGRAM SYSTEM (NEPP)**

This Memorandum of Agreement is entered into between and among the Northern Virginia Transportation Commission ("NVTC") and the below identified participating jurisdictions and transportation agencies (the "Entities") as a means of demonstrating their joint commitment to the development, testing, funding and implementation of the Washington Metropolitan Transit Authority's ("WMATA's" or "Metro's") New Electronic Payments Program ("NEPP") system as is more fully described below. The Memorandum of Agreement shall be effective upon the signature of the Northern Virginia Transportation Commission (NVTC) and one or more of the Entities and shall continue in accordance with the terms hereof.

In accordance with the terms of this Memorandum of Agreement, NVTC is authorized to act on behalf of the following Entities as the contracting and coordinating agent for technical analysis, testing, funding and administration of the New Electronic Payment Program (NEPP) system:

- Arlington County (Arlington ART)
- Fairfax County (Fairfax Connector)
- Loudoun County (LC Transit)
- City of Alexandria
- Alexandria DASH
- City of Fairfax (Fairfax CUE)
- Potomac and Rappahannock Transportation Commission (PRTC OmniRide and Omni Link)
- NVTC and PRTC jointly as owners and operators of Virginia Railway Express (VRE)

1.0 PURPOSE

NVTC and the Entities mutually desire, in coordination with WMATA, and with the assistance of grant funding agencies such as the Virginia Department of Rail and Public Transportation ("DRPT"), to provide transit customers a common means for payment of transit fares by using WMATA's NEPP system.

2.0 BACKGROUND

WMATA is seeking to modernize and eventually replace the existing SmarTrip fare collection system. The NEPP system is expected to be completely in place region-wide by December, 2020.

Metro and its regional transit partners have sought proposals for the development, deployment, financing, operation and maintenance of the next generation of electronic fare payment under the NEPP system. This solicitation sought proposals that would bring together the innovation of consumer electronics and wireless industries into a standards-based, customer-centric fare payment system that will provide greater flexibility, reduce operating costs and refocus Metro on its core business of providing transportation services. As designed, the program will secure the services of a system integrator to bring the necessary industry specialists together to deploy a state-of-the-art fare payment system. The new system will only use contactless cards, including payment cards (pre-paid, debit or credit), federal identity cards or smart phones with near-field communication (NFC) capability to pay transit fares directly at the faregate or farebox.

The NEPP system uses non-proprietary technology and is based on a centralized data system (CDS) rather than a complex layer of field devices and will allow riders to use smart phones, credit cards and government ID cards and other media to pay fares. The NEPP system will also permit the Entities, after exercising their option to participate in the NEPP system, to customize and implement the NEPP system to suit their needs. This technology solution will be the first of its kind and as such WMATA's vendor will be required to demonstrate proof of concept through a pilot at the expense of the vendor. The concept design review (CDR) will occur concurrently with the pilot. Technical support is needed by NVTC and the Entities beginning in the first quarter of 2014 to support the Entities' transit systems in the CDR, the oversight of the pilot, the exercise of options to participate in the NEPP system, and the implementation phase.

NVTC, working with WMATA, VRE and PRTC, has taken the lead for Northern Virginia on the coordination of the NEPP system development, testing and implementation.

Participating transit operators and agencies in the District of Columbia and Maryland, along with the Entities, are being asked to jointly design and test the NEPP system beginning in January 2014 with the goal of each of them purchasing and implementing transit fare collection equipment and system that will replace SmarTrip® and continue to support a uniform regional approach to fare collection.

Prior to WMATA's final procurement of the NEPP system, the Entities will need to conduct analyses on how to effect the transition from the existing regional fare collection system to the NEPP system. These plans include common regional fare policies, operating procedures, and administrative procedures, such as the transmission of data required to clear financial transactions.

The Entities concur in the following goals for the regional NEPP system:

- Maximize passenger convenience in purchasing and using existing devices, such as secure ID badges, cell phones, existing SmarTrip cards and credit cards, all of which are integral to allowing ease of access for transit customers to pay fares in the system;
- Continue to maximize transit integration by allowing passengers to travel seamlessly between and among different transit service providers and transportation modes using existing devices paired with an individual account;
- Capitalize on operational effectiveness and work to develop a simpler system focused on operational ease;
- Utilize the NEPP system to the benefit of customers, participating agencies and jurisdictions, and creating an environment which is conducive to the continued growth and expansion of the transit ridership base;
- Support broad access to transit through NEPP system policies and programs;
- Ensure commonality of passenger fare collection practices leveraging existing, accessible technology and the ability for customers to still use cash on board buses if desired;
- Maintain a regional approach that takes advantage of pricing opportunities and regional opportunities to maximize available funding
- Develop policies and programs regarding the NEPP system in an open and cooperative environment; and
- Maintain local decision making authority and coordinate policies and procedures regionally to support continued seamless operation of the NEPP system.

To achieve the program goals identified by the Entities, a coordinated approach to the NEPP system regional administration is required. Among the areas requiring coordination to ensure as seamless a fare collection system as intended are: fare policy coordination (but not necessarily pricing), fare technology, and operating/administrative procedures. There may also be procedural issues that will require a coordinated response, which can best be addressed by a standing committee of the Entities. This Memorandum of Agreement sets forth the principles which will be used in establishing such a centralized administrative/coordinating function and principles for Entity participation.

3.0 TECHNICAL ANALYSIS AND TESTING

Each Entity authorizes NVTC to procure on their behalf contract support for technical analysis during WMATA's development, testing and implementation of the NEPP system through the WMATA transit zone, and to work with the Entities in identifying sources of funding to achieve full implementation of NEPP system.

NVTC will issue a request for proposals ("RFP") for a consultant to support the technical analysis, pilot and testing for the NEPP system. NVTC shall develop a scope of work and initial task list for the required technical assistance for approval by the Entities which scope will include but not be limited to the following:

- 1. Serve as Technical Representative for NVTC's Contract Officer** - Provide overall management and technical support on behalf of the Entities for the NEPP system CDR, the development of the CDS, and the pilot program. Work in this task will include but not be limited to:

- Reviewing WMATA's vendor procurement progress with respect to contract milestones and evaluation;
- Reviewing and monitoring WMATA's vendor performance with emphasis on testing and quality assurance;
- Reviewing and responding to requests for technical information or resources;
- Developing periodic progress reports to NVTC and the Entities.
- Attendance at meetings of all transit entities participating in implementation of the NEPP system;
- Supporting regional subcommittees that represent the Entities' interests, including, but not limited to, participation in Technical Review Committee and Operations Subcommittee and other committees at request of NVTC;
- Attending design review meetings and related workshops for regional CDR and CDS activities;
- Attending design review and related activities for the CDR of the NEPP system; and
- Providing technical support in reviewing and coordinating any suggested changes through the designated change management process as documented by WMATA .

- 2. Design and Monitor Pilot and Tests for Conceptual Design Review (CDR) and Central Data System (CDS) development** - Provide technical support related to the design and monitoring of tests. This support will be comprised of two primary components:

- A. Support related to the design and testing of the WMATA - configured NEPP system including validating testing performed by others (WMATA) on the NEPP system; and
- B. Additional support related to testing of CDR and CDS for the NEPP system.

The pilot and testing activities are intended to validate the following functions and processes:

- Functionality, operational speed and configuration of the NEPP system;
- Performance of the NEPP system with various payment media;
- Reliability of data transmission and upload process;
- Accuracy of reported data;
- Communication of data to the CDS.
- .

C. Work with the Entities to ensure adequate testing of any of the specific components to be purchased by NVTC or the Entities and not tested by others, including:

- Identification of functionality to be tested and methods for testing and validating different aspects of the functionality;
- Data collection forms;
- Methods for collecting comparison and validation data;
- Sampling methods;
- Data evaluation processes; and
- Success criteria.

3. Assist in Integrating NEPP and Fareboxes with GPS and Other On-Board and Off-Board Electronic Equipment - The intent of the integration will be to reduce the operator workload by combining functions into a single device, to reduce redundant activities and data collection processes that may be present once the NEPP system is installed and to provide consolidated reporting. This task will include the following activities:

- Work with the Entities to identify integration capabilities and to review preferred integration approach from technical and contractual perspectives;
- Identify and negotiate integration capabilities of existing fareboxes to the NEPP system;
- Review integration conceptual designs;
- Review any contractual change documents related to this integration;
- Review pilot and testing activities; and
- Review pilot and test plans and results.

4. Review Alternatives for Integrating VRE Fare Collection with NEPP -- Assist VRE with identifying and evaluating options for deploying the NEPP system functionality in the VRE environment. This includes options such as modifying existing systems. Options for providing proof of payment inspection on the trains will also be explored.

5. **Bridge Assistance for additional Phases of Work** – This includes advice and plan review regarding the functionality of parallel fare payment systems while phasing out SmarTrip. Elements of this work includes but are not limited to:

- Dual operation;
- Data collection/analysis;
- Costs; and
- User error.

4.0 FUNDING AND FINANCING

On behalf of the Entities, NVTC has applied to DRPT for fiscal year 2014 mid-cycle grant assistance for technical assistance in the amount of \$200,000 (including the 50% match) to support technical assistance, analysis and startup costs. The application was reviewed by Entities and is attached (Appendix B). The grant requires a total local match of \$100,000 which will come from the Entities executing this Memorandum of Agreement.

Please note: The allocation of the cost described in this section are intended for purposes of determining proportional share among the participants for any match required for all grant funding for technical assistance support. It is anticipated that the participants will determine the appropriate allocation of costs for the procurement of the NEPP and amend this agreement or execute a separate agreement as appropriate.

The Technical Assistance Grant match share structure for the Entities is as follows:

<u>JURISDICTION</u>	Percentage Share (based on FY14 transactions)	
Arlington Co.	9.3%	\$9,348.39
city of Fairfax	2.0%	\$2,025.50
city of Alexandria	11.1%	\$11,062.03
Fairfax Co.	42.7%	\$42,690.58
Loudoun Co.	5.8%	\$5,764.65
PRTC	11.8%	\$11,841.15
VRE*	17.3%	<u>\$17,267.70</u>
	100.0%	\$100,000.00

50% DRPT Match

In addition, subject to approval by the Entities and agreement to pay their respective shares of any grant match amount in accordance with the percentages set forth above, NVTC will apply for additional funding for technical assistance in support of the CDR, the pilot, and implementation for the time period July 1, 2014 to June 30, 2016.

NVTC and the Entities will work together to develop a plan for funding for the acquisition of equipment and implementation of the NEPP system among the Entities. This plan may include but will not be limited to NVTC seeking grant assistance on behalf of the Entities (some of

whom which do not accept federal funds on an individual basis) from the Federal Transit Administration (FTA) and DRPT, and the Commonwealth as well as looking at financing options.

5.0 COORDINATION AND ADMINISTRATION

NVTC will coordinate and administer the Entities' participation in development and implementation of the NEPP system. NVTC will convene regular meetings among the Entities and other regional stakeholders to discuss and seek agreement on all aspects of the NEPP system testing, funding and implementation.

6.0 PARTICIPANT ROLES AND RESPONSIBILITIES

Entities executing this Memorandum of Agreement agree to:

- Actively participate in the technical review and implementation of the NEPP system;
- Work to consensus insofar as possible in resolution of all matters;
- Designate a lead and appropriate additional representatives to participate in technical teams for the concept design review and the pilot phase, and in the funding work group for both technical resources and acquisition and implementation of the new hardware and system;
- Make personnel available to analyze a variety of functions related to the NEPP system and the purposes of this Memorandum of Agreement, including: operations, customer service, technology, marketing and finance;
- Participate in work sessions, routine progress checks, and milestone reviews; and
- Identify appropriate funding sources of local or system match.

7.0 AMENDMENTS

Any signatory to this Memorandum of Agreement may propose an amendment at any time. Any such amendment shall become effective upon the receipt of written approval of the amendment by all participating agencies.

8.0 DURATION OF MEMORANDUM OF AGREEMENT

This Memorandum of Agreement shall have an initial duration of five (5) years from its initial effective date and shall automatically be renewed for an additional five (5) year period unless a majority of the participating Entities give written notice that they do not wish to renew their participation not less than ninety (90) calendar days prior to the expiration date. If this Memorandum of Agreement is not renewed, the participating Entities shall use the ninety (90) calendar day period prior to the expiration of the Memorandum of Agreement for the orderly termination of their further participation in the development, testing, and implementation of the NEPP system.

9.0 ASSIGNMENTS

No Entity shall have the power to assign either their rights or obligations under this Memorandum of Agreement, provided however, that any reorganization of an Entity shall automatically transfer the former Entity's rights and obligations to the successor entity.**IN WITNESS WHEREOF, the parties hereto have executed this Memorandum of Agreement by their duly authorized representative;**

AGENCY: City of Alexandria

By: _____

Name: Rashad Young (Date)

Title: City Manager

AGENCY: AlexandriaDASH

By: _____

Name: Sandy Modell (Date)

Title: Manager, Alexandria DASH

AGENCY: Arlington County / Arlington Transit (ART)

By: _____

Name: Barbara Donnellan (Date)

Title: County Manager

AGENCY: City of Fairfax /CUE

By: _____

Name: Bob Sisson (Date)

Title: City Manager

AGENCY: Fairfax County / Fairfax Connector

By: _____

Name: Edward Long (Date)

Title: County Executive

AGENCY: Potomac and Rappahannock Transportation Commission

By: _____

Name: Al Harf (Date)

Title: Executive Director, PRTC

AGENCY: Loudoun County / Loudoun County Transit (LC Transit)

By: _____

Name: Tim Hemstreet (Date)

Title: County Administrator

AGENCY: NVTC and PRTC, jointly as the Virginia Railway Express (VRE)

By: _____

Name: Doug Allen (Date)

Title: Chief Executive Officer

AGENCY: Northern Virginia Transportation Commission

By: _____

Name: Kelley Coyner (Date)

Title: Executive Director, NVTC

Acknowledgement that WMATA will work with NVTC through this agreement framework:

AGENCY: Washington Metropolitan Area Transit Authority (WMATA)

By: _____

Name: Richard Sarles (Date)

Title: General Manager & CEO



Legislation Details (With Text)

File #: 14-1957 **Name:** Update on 2014 General Assembly Session
Type: **Status:** Agenda Ready
File created: 10/1/2013 **In control:** City Council Legislative Meeting
On agenda: 1/28/2014 **Final action:**
Title: Update on 2014 General Assembly Session.
Sponsors:
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
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Update on 2014 General Assembly Session.



Legislation Details (With Text)

File #: 14-2364 **Name:**

Type: Appointment **Status:** Agenda Ready

File created: 1/23/2014 **In control:** City Council Legislative Meeting

On agenda: 1/28/2014 **Final action:**

Title: Alexandria-Caen Sister City Committee
1 Citizen Member

Sponsors:

Indexes:

Code sections:

Attachments: [14-2364 Alexandria-Caen Sister City Comm](#)

Date	Ver.	Action By	Action	Result
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Alexandria-Caen Sister City Committee
1 Citizen Member

Name of Council Member

CONTESTED APPOINTMENT

Endorsement

Alexandria-Caen Sister City Committee

(2-year term)

1 citizen member

_____ Alexander Martin

_____ Trevor Strandh



Legislation Details (With Text)

File #: 14-2358 **Name:** commission for the arts
Type: Appointment **Status:** Agenda Ready
File created: 1/22/2014 **In control:** City Council Legislative Meeting
On agenda: 1/28/2014 **Final action:**
Title: Commission for the Arts
1 Member Who Represents the Public at Large, as an Arts Consumer and Participant
Sponsors:
Indexes:
Code sections:
Attachments: [14-2358 Commission for the Arts.pdf](#)

Date	Ver.	Action By	Action	Result
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Commission for the Arts
1 Member Who Represents the Public at Large, as an Arts Consumer and Participant

Name of Council Member

CONTESTED APPOINTMENT

Endorsement

Commission for the Arts

(3-year term)

1 member who represents the public at large, as arts consumers and participants

_____ Michael Detomo

_____ Deirdre Scott

_____ Mary Stimson



Legislation Details (With Text)

File #:	14-2357	Name:	local emergency planning committee
Type:	Appointment	Status:	Agenda Ready
File created:	1/22/2014	In control:	City Council Legislative Meeting
On agenda:	1/28/2014	Final action:	
Title:	Local Emergency Planning Committee 1 Representative of a Community Group		
Sponsors:			
Indexes:			
Code sections:			
Attachments:	14-2357 Local Emergency Planning Committee.pdf		

Date	Ver.	Action By	Action	Result
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Local Emergency Planning Committee
1 Representative of a Community Group

Name of Council Member

CONTESTED APPOINTMENT

Endorsement

Local Emergency Planning Committee

(2-year term)

1 representative of a community group

_____ Kristopher Brown

_____ Karen Helbrecht *

* incumbent



Legislation Details (With Text)

File #: 14-2337 **Name:**

Type: Resolution **Status:** Agenda Ready

File created: 1/15/2014 **In control:** City Council Legislative Meeting

On agenda: 1/28/2014 **Final action:**

Title: Consideration of Authorization for City Manager to Approve a Memorandum of Agreement Between The Northern Virginia Transportation Authority and The City of Alexandria For Distribution of the Thirty Percent Transportation Funding.

Sponsors:

Indexes:

Code sections:

Attachments: [14-2337 Attachment MOA with NVTa Regarding 30% Funds](#)

Date	Ver.	Action By	Action	Result
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City of Alexandria, Virginia

MEMORANDUM

DATE: JANUARY 22, 2014

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: RASHAD M. YOUNG, CITY MANAGER /s/

DOCKET TITLE:

Consideration of Authorization for City Manager to Approve a Memorandum of Agreement Between The Northern Virginia Transportation Authority and The City of Alexandria For Distribution of the Thirty Percent Transportation Funding.

ISSUE: Consideration of a memorandum of agreement (MOA) between the Northern Virginia Transportation Authority (NVTa) and the City of Alexandria for distribution of the 30 percent transportation funds allocated by NVTa to the jurisdictions.

RECOMMENDATION: That City Council authorize the City Manager to sign the proposed MOA with NVTa (Attachment 1), which will allow NVTa to distribute the 30 percent transportation funding to the City.

BACKGROUND: In April 2013, House Bill 2313 was signed into law, levying additional taxes and a fee in planning districts that meet population, motor vehicle registration, and transit ridership criteria. As of July 1, 2013, only the Northern Virginia and Hampton Roads planning districts will meet these criteria. The additional

revenues generated in Northern Virginia through the new taxes and fees are deposited into a fund managed by NVTa. Thirty percent of the funds will be distributed directly to member localities for use on transportation projects; the remaining 70 percent of the funds will be allocated by NVTa for transportation projects of regional significance. The City's 10-year proposed use of the 70 percent transportation funds will be brought to City Council for approval on January 28, 2014.

HB 2313 directs NVTa to return 30 percent of the revenue collected from the three Northern Virginia taxes and fee to the city or counties in which these funds were raised. Alexandria is estimated to receive \$6.9 million per year in gross 30 percent revenues. NVTa administrative expenses allocated to the City are estimated at \$37,270.

NVTa approved a proposed MOA on December 12, 2013 and distributed it for execution to member localities. City staff has reviewed the proposed MOA and believes that the provisions are appropriate and reasonable. The City must sign the agreement before NVTa begins to distribute the 30 percent funds to Alexandria.

The major provisions of the MOA are:

- NVTa is directed to return 30 percent of the funding received from regional revenue sources to its member cities and counties, based on the amount of revenue collected.
- The city or county is required to deposit the revenue in a fund to be used for urban or secondary road construction, for capital improvements that reduce congestion, for transportation capital improvements in the Authority's long-range plan or for public transportation purposes. (The use of the NVTa 30 percent funds will be proposed and considered each year in the City's annual budget and CIP process, starting with the FY15 operating budget and FY15 - FY24 CIP, which will be presented to Council on February 25.)
- Each city and county is required to adopt the commercial and industrial (C&I) property tax for transportation at a rate of \$0.125 per \$100 valuation or (as is planned by the City) deposit an equivalent amount into a separate fund for transportation improvements.
- NVTa will be responsible for distributing the funds to the counties and cities, and providing periodic reports on deposits and disbursements.
- Each city or county can choose to fund its share of the administrative expenses by asking the Authority to reduce the amount it will receive from its 30 percent funding or by paying this amount from other sources by July 1. (The City will be asking NVTa to deduct its administrative expenses prior to distribution by NVTa.)
- By August 1 of each year, the chief administrative officer (CAO) of each city or county will certify that the jurisdiction has adopted the C&I tax at \$0.125 per \$100 valuation, or set aside an equivalent amount of local revenues for transportation purposes.
- If the city or county appropriates or allocates any of the 30 percent funds to purposes not included in the bill, NVTa shall cease any further distribution of 30 percent funding in the year in which the event occurs, and the jurisdiction will also lose the benefit of the 30 percent funding in the succeeding fiscal year. An exception is included for clerical, inadvertent or unintentional errors. (The City Manager and affected departments will adopt internal control procedures as well as checks and balances to ensure that the 30 percent funds are spent per City, NVTa and State Code requirements.)
- Cities and counties are required to submit to NVTa unaudited financial reports and supporting materials documenting how their share of the 30 percent funding was spent.

FISCAL IMPACT: The anticipated net 30 percent revenues for FY2014 is \$6.9 million. By seeking NVTa 30 percent funds, the City improves its ability to deliver transportation projects. City Council will consider the multi-year plan for allocating these funds as part of the upcoming 10-year Capital Improvement Program to be proposed on February 25.

ATTACHMENTS:

Attachment 1 - Project Agreement with NVTa to Provide Alexandria with 30 Percent Funds

STAFF:

Jerome Fletcher, Special Assistant to the City Manager, CMO

Mark B. Jinks, Deputy City Manager, CMO

Nelsie Smith, Director, OMB

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

Sandra Marks, Acting Deputy Director, T&ES

Marti Reinfeld, Transit Division Chief, T&ES

Antonio Baxter, Strategic Management Services Division Chief, T&ES

Christopher Bever, Budget Analyst, OMB

Morgan Routt, Assistant Director, OMB

Jim Maslanka, Manager of Capital Programs, T&ES

**MEMORANDUM OF AGREEMENT
BETWEEN THE NORTHERN VIRGINIA TRANSPORTATION AUTHORITY
AND THE CITY OF ALEXANDRIA
REGARDING DISTRIBUTION OF 30% FUNDS**

THIS MEMORANDUM OF AGREEMENT, effective the ____ day of _____, 2014 (this "Agreement"), by and between the Northern Virginia Transportation Authority ("NVTa") and the City of Alexandria, a member City/County of NVTa (the "CITY/COUNTY").

W I T N E S S E T H:

WHEREAS, NVTa was established by the Northern Virginia Transportation Authority Act, VA. Code Ann. §§ 15.2- 4829 *et seq.*, the local jurisdiction members of which include the counties of Arlington, Fairfax, Loudoun, and Prince William, and the cities of Alexandria, Falls Church, Fairfax, Manassas, and Manassas Park ("Localities," collectively and "City/County" individually); and

WHEREAS, in accordance with VA. Code Ann. § 15.2-4838.01, a special non-reverting fund for Planning District 8, known as the Northern Virginia Transportation Authority Fund was created in the Virginia state treasury, comprised of taxes and fees levied in accordance with the aforesaid Code section and any other funds that may be received for the credit of the aforesaid fund (the "Fund"), the proceeds of which Fund are distributed to NVTa for use in accordance with VA. Code Ann. § 15.2-4838.1; and

WHEREAS, in accordance with, and subject to the requirements of, § 15.2-4838.1, thirty percent (30%) of the revenues received by NVTa shall be distributed on a pro rata basis to each City/County with each City/County's share being the total of the revenues received by NVTa that are generated or attributable to the City/County divided by the total of such revenue received by NVTa (the "30% Funds"); and

WHEREAS, among other requirements of VA. Code Ann. § 15.2-4838.1, each City/County shall deposit all Fund revenues received from NVTa in a separate, special fund (the "Local Fund") to be used for additional urban or secondary road construction, for other capital improvements that reduce congestion, for other transportation capital improvements in NVTa's most recent long range transportation plan, or for public transportation purposes; and

WHEREAS, § 15.2-4838.1 further requires each City/County to provide annually to NVTa sufficient documentation as required by NVTa showing that the 30% Funds received by the City/County were used as required by § 15.2-4838.1B.1; and

WHEREAS, § 15.2-4835 provides that the administrative expenses of NVTa, as set forth in NVTa's annual budget, shall be allocated among the component counties and cities based on relative population, which administrative expenses may be paid from the 30% Funds in accordance with § 15.2-4838.1; and

WHEREAS, Chapter 766 of the 2013 Acts of Assembly, the legislation establishing the Fund, imposes, among others, the following requirements on each of the Localities: (1) that each Locality deposit into its Local Fund, all revenues from the commercial and industrial tax collected under § 58.1-3221.3 pursuant to the maximum tax rate allowed under that section or, in lieu of that amount, an amount from sources other than moneys received from NVTa equivalent to the amount that would have been

received had the maximum tax rate been imposed; (2) that each of the Localities expend or disburse for transportation purposes each year an amount that is at least equal to the average amount expended or disbursed for transportation purposes by the county or city between July 1, 2010 and June 30, 2013, excluding bond proceeds or debt service payments and federal or state grants; and (3) that NVTa and the Localities work cooperatively with towns with a population greater than 3,500 to ensure the towns receive their respective share of the 30% Funds; and

WHEREAS, § 15.2-4838.1B.2 provides that if any City/County fails to deposit into its Local Fund the amount equivalent to the revenue generated by the maximum tax rate allowed under § 58.1-3221.3, then NVTa shall reduce the amount of the 30% Funds disbursed to the City/County by the difference between the amount that was deposited in the City/County's Local Fund and the amount that should have been deposited; and Chapter 766 of the 2013 Acts of Assembly further provides that in the event any of the Localities appropriates or allocates any of the 30% Funds to a non-transportation purpose, the City/County shall not be the direct beneficiary of any of the revenues in the NVTa Fund in the year immediately succeeding the year in which the 30% Funds were appropriated or allocated to a non-transportation purpose; and

WHEREAS, NVTa has a continuing responsibility to ensure that the 30% Funds are properly spent, and that each City/County adheres to the statutory and other legal obligations it has with regard to the Fund; and

WHEREAS, NVTa has requested, and the City/County has agreed, to enter into this Agreement for the purpose of ensuring the requirements applicable to NVTa and the City/County regarding the NVTa Fund are met;

NOW, THEREFORE, in consideration of the foregoing, which is hereby incorporated within this Agreement, and the mutual undertakings of the parties, NVTa and the City of Alexandria agree as follows:

1. NVTa Management of NVTa Fund. In accordance with § 15.2-4838.01, NVTa shall receive from the Commonwealth's Comptroller regular distributions of the sums deposited in the special nonreverting fund created in the state treasury known as the Northern Virginia Transportation Authority Fund. NVTa shall accept each such distribution of funds and deposit them as it deems appropriate, and shall manage such deposits, including investments thereof which shall be made pursuant to NVTa's investment policy and procedures as such may be revised from time to time, all in accordance with generally accepted accounting principles and all applicable legal requirements. NVTa shall provide to its governing board periodic reports of deposits on hand and all disbursements and expenditures thereof, and shall obtain an annual audit of its financial records. NVTa shall use the funds solely for transportation purposes benefiting those counties and cities that are embraced by NVTa in accordance with § 15.2-4838.1.

2. Distribution of 30% Funds by NVTa to City of Alexandria. Beginning no later than the month following final approval and execution of this Agreement by the parties, NVTa shall begin to distribute to the City of Alexandria the 30% Funds to which the City of Alexandria is entitled pursuant to § 15.2-4838.1, with interest at the rate earned by NVTa, and, subject to NVTa's continued receipt of funds from the Comptroller, shall continue to distribute to the City of Alexandria its 30% funds on a monthly basis, provided the City of Alexandria remains in compliance with the terms of this Memorandum of Agreement and all applicable provisions of law.

3. Payment of City of Alexandria's Share of NVTAs Administrative Expenses. Pursuant to § 15.2-4835, the City of Alexandria is responsible for paying its share of NVTAs total administrative expenses as set forth in NVTAs approved budget prior to the start of NVTAs fiscal year which begins July 1st each year. NVTAs shall invoice the City of Alexandria for its proportionate share of NVTAs administrative expenses by June 1st of the preceding fiscal year, and the City of Alexandria shall, at its election, have the option each year of paying in either of the following methods: (1) by having NVTAs reduce the first distribution of 30% Funds made to the City of Alexandria after July 1st by the amount of the City of Alexandrias share of NVTAs administrative expenses, or (2) by paying NVTAs directly for its share of NVTAs administrative expenses not later than July 15th. The failure by the City of Alexandria to elect one of the foregoing methods of payment shall result in NVTAs reducing the first distribution of 30% Funds made to the City of Alexandria after July 1st by the amount of the City of Alexandrias share of NVTAs administrative expenses. In the event the City of Alexandria fails to pay its share of NVTAs administrative expenses by July 15th, NVTAs shall make no distribution to the City of Alexandria of the City of Alexandrias 30% Funds or of any other monies from the NVTAs Fund.

4. Establishment of Local Fund by City of Alexandria.

A. The City of Alexandria shall deposit in a Local Fund all revenues distributed to it by NVTAs pursuant to Paragraph 2 above, and all revenues collected by the City of Alexandria from the tax imposed pursuant to § 58.1-3221.3. If the City of Alexandria has not imposed the aforesaid tax, or has not imposed it at the maximum permissible rate, then the City of Alexandria shall deposit into its Local Fund an amount, from sources other than moneys received from NVTAs, that is equivalent to the difference between the revenue the City of Alexandria received from the aforesaid tax and the revenue the City of Alexandria would have received if it imposed the aforesaid tax at the maximum permissible rate.

B. By August 1st of each year, the chief administrative officer of the City of Alexandria shall certify to NVTAs, in a form prescribed by NVTAs, that it has satisfied each of the requirements set forth in subsection A.

C. If the City of Alexandria has not deposited into its Local Fund an amount equivalent to the revenue the City of Alexandria would have received if it imposed the maximum permissible rate under § 58.1-3221.3, then NVTAs shall reduce the 30% Funds distributed to the City of Alexandria by the difference between the amount the City of Alexandria would receive if it was imposing the aforesaid tax at the maximum rate and the amount of revenue deposited into its Local Fund. NVTAs shall retain the amount by which the distribution of City of Alexandrias 30% Funds have been reduced for use by NVTAs in accordance with § 15.2-4838.1C.1.

5. Maintenance of Transportation Funding by City of Alexandria.

A. The City of Alexandria shall expend or disburse for transportation purposes each year an amount that is at least equal to the average annual amount expended or disbursed for transportation purposes by the City of Alexandria, excluding bond proceeds or debt service payments and federal or state grants, between July 1, 2010, and June 30, 2013. In the event that the City of Alexandria does not expend or disburse the aforesaid amount in any year, the City of Alexandria shall not be the direct beneficiary of any of the NVTAs Fund in the immediately succeeding year. In such event, NVTAs shall make no distribution to the City of Alexandria of the City of Alexandrias 30% Funds, or any other

monies from the NVTa Fund to the City of Alexandria, and such funds shall be used in accordance § 15.2-4838.1C.1.

B. By August 1st of each year, the chief administrative officer of the City of Alexandria shall certify to NVTa, in a form prescribed by NVTa, that it has satisfied the requirements set forth in subsection A for the previous fiscal year.

6. Use of 30% Funds by City of Alexandria.

A. The City of Alexandria shall use the 30% Funds distributed to it by NVTa for the following purposes as the City of Alexandria solely determines: (1) for additional urban or secondary road construction; (2) for other capital improvements that reduce congestion; (3) for other transportation capital improvements which have been approved by the most recent long range transportation plan adopted by NVTa; or (4) for public transportation purposes. The City of Alexandria shall not use any of the revenue distributed to it by NVTa to repay debt issued before July 1, 2013.

B. In the event the City of Alexandria appropriates or allocates any of the 30% Funds to a purpose other than those specified above, unless demonstrated by the City of Alexandria to the satisfaction of NVTa to be attributable to clerical or other unintentional, inadvertent error, then NVTa shall cease any further distributions of the 30% Funds to the City of Alexandria in the fiscal year in which the misappropriation or misallocation occurs, and the City of Alexandria shall not be the direct beneficiary of any of the NVTa Fund in the fiscal year immediately succeeding the year in which any of the 30% Funds were misappropriated or misallocated and such funds shall be used in accordance § 15.2-4838.1C.1. Further, in that succeeding fiscal year, NVTa shall make no distribution to the City of Alexandria of any other monies from the NVTa Fund to the City of Alexandria.

7. Distribution to Towns of Proportionate Share.

A. To the extent that one or more towns with a population greater than 3,500 are located within the County, NVTa and the County agree to work cooperatively with the towns for the purpose of implementing the provisions of § 15.2-4838.1 and to ensure that the towns receive their respective share of the 30% Funds distributed to the County by NVTa. Such share shall be determined based on the population of school age children in the town for the purposes of calculating the portion of the 30% Funds attributable to sales tax, and the location of the taxpaying business for purposes of calculating the portion of the 30% Funds attributable to the transient occupancy tax and of the transferred property for purposes of calculating the portion of the 30% Funds attributable to the grantors tax. The County acknowledges its responsibility to ensure that the towns use the 30% Funds in compliance with this Memorandum of Agreement and the law, and that a town's failure to do so could be treated under law as a failure of the County subject to all the consequences of such failure. The County shall also be responsible for ensuring the town pays its proportionate share of NVTa's administrative expenses as provided for in Paragraph 3.

B. Prior to the time at which the County distributes any of the town's share of the 30% Funds to a town, the County shall enter into an agreement with each of the towns located within the County, in a form approved by NVTa, detailing how the 30% Funds may be used by the town including, but not limited to, the selection of projects by the towns for funding by the County, the circumstances and terms under which the County may distribute any of the 30% Funds to a town, specifically providing that such distributions to a town shall be on a reimbursement basis only, and the town's obligation to refund to the County with interest any funds used contrary to the agreement

or the law. The agreement with the towns shall also provide for (1) NVTA providing its technical and legal resources or act as a non-binding mediator to assist and/or facilitate in the resolution of any questions or disputes upon joint written request by a county and a town; and (2) NVTA instructing a county that it shall make no pro rata distribution of 30% Funds or any other NVTA funds to a town that has appropriated or allocated any of its portion of a county's 30% Funds or any other NVTA funds for unauthorized purposes.

8. City of Alexandria's Annual Report to NVTA. Annually, the City of Alexandria shall provide to NVTA an unaudited financial report, with supporting documentation, showing that the 30% Funds were used as required by Paragraph 6. The report shall be in a form, and provide the information and documentation, mutually agreed upon by NVTA and the Localities. The City of Alexandria shall provide the report to NVTA on or before August 1st of each year for the previous fiscal year. In the event the City of Alexandria's audited financials show a material variance, defined as five percent (5%) or more, from the initial report, the City of Alexandria shall provide NVTA a further report, with supporting documentation satisfactory to NVTA, detailing the City of Alexandria's use of the 30% Funds. NVTA may request from the City of Alexandria additional information and documentation related to the report and the documentation provided with the report. In the event the City of Alexandria fails to provide the report as required above, NVTA shall withhold further distributions of the 30% Funds until the report is provided in accordance with this Paragraph. Once the City of Alexandria provides an acceptable report, NVTA shall distribute all withheld funds, inclusive of any interest earned by NVTA on such funds, to the City of Alexandria.

9. Failure to Comply with Memorandum of Agreement.

A. In the event NVTA fails to perform any of its obligations under this Memorandum of Agreement, the City of Alexandria shall provide written notice to NVTA's Executive Director of such failure. NVTA shall dispute the failure or cure or commence to cure the event of noncompliance within thirty (30) days of receipt of notice from the City of Alexandria. In the event NVTA disputes the failure or fails to cure or commence to cure the event of noncompliance and diligently pursue completion thereof, the City of Alexandria may pursue all remedies available at law to obtain compliance by NVTA.

B. In the event the City of Alexandria fails to perform any of its obligations under this Memorandum of Agreement, NVTA's Executive Director shall notify NVTA's Finance Committee which shall review the matter and prepare recommendations for NVTA. Thereafter, NVTA shall determine whether to declare the City of Alexandria in default for such noncompliance in which case NVTA shall provide written notice to the City of Alexandria of such failure. The City of Alexandria shall dispute the noncompliance determination or cure or commence to cure the event of noncompliance within thirty (30) days of receipt of notice from NVTA. In the event the City of Alexandria fails to dispute the noncompliance or to cure or commence to cure the event of noncompliance and diligently pursue completion thereof, NVTA shall withhold further distributions of the 30% Funds to the City of Alexandria until the dispute is resolved and City of Alexandria is in full compliance with its obligations under this Agreement. In addition, NVTA may pursue all available remedies at law to obtain compliance by the City of Alexandria.

C. A cure by the City of Alexandria of its failure to comply with the terms of this Agreement shall not change the consequences of mis-use of any of the 30% Funds set forth in Paragraph 6.B of this Agreement.

10. City of Alexandria's Obligation to Reimburse Misused Funds to NVTa.

A. In the event the City of Alexandria misuses or misallocates any of the 30% Funds in the manner permitted by law, in addition to the consequences set forth in Paragraph 6B, it shall reimburse NVTa the full amount of such misused or misallocated funds inclusive of any interest earned by the City of Alexandria on such funds. Until the full amount is reimbursed, NVTa shall withhold further distributions of the 30% Funds to the City of Alexandria.

B. The City of Alexandria's reimbursement of misused or misallocated funds shall not change the consequences of such misuse or misallocation set forth in Paragraph 6.B of this Agreement.

11. Maintenance of Records by City of Alexandria and NVTa. The City of Alexandria and NVTa shall maintain all records relating to the 30% Funds and the use thereof for a minimum of five (5) years from the date the record was created. In addition to the foregoing, the City of Alexandria and NVTa shall comply with the Public Records Act and all applicable state and federal laws with regard to the retention of records.

12. Notice. Any notice required or permitted to be provided under this Agreement shall be in writing and delivered in person, or sent by U.S. Mail to the below named representatives at the below addresses:

NVTa:

Executive Director
Northern Virginia Transportation Authority
3060 Williams Drive, Suite 510
Fairfax, VA 22031

City of Alexandria:

City Manager
City of Alexandria
301 King Street, Room 3500
Alexandria, VA 22314

NVTa and the City of Alexandria may change the representative designated to receive notices for purposes of this Agreement by providing written notice of such change to the other party.

13. Entire Agreement. This Agreement constitutes the entire agreement between NVTa and the City of Alexandria and supersedes any prior understanding or agreement between them with regard to NVTa's distribution of the 30% Funds to the City of Alexandria.

14. No Third Party Beneficiaries. The provisions of this Agreement shall inure to the benefit of, and bind NVTa and the City of Alexandria but shall not inure to the benefit of any other party or other persons.

15. Severability. If any provision of this Agreement or the application of the provision to any circumstance is invalid, illegal or unenforceable to any extent, the remainder of this Agreement and the application of the provision will not be affected and will be enforceable to the fullest extent permitted by law.

16. Amendments. Any amendment to this Agreement must be made in writing and signed by NVTa and the City of Alexandria.

IN WITNESS WHEREFORE, the parties hereto, by their duly authorized representatives, have executed this Memorandum of Agreement as of the date and year aforesaid.

Northern Virginia Transportation Authority

Attest:

Clerk

By: _____
Chairman

City of Alexandria

Attest:

Clerk

By: _____
Title: _____



Legislation Details (With Text)

File #:	14-2347	Name:	
Type:		Status:	Agenda Ready
File created:	1/17/2014	In control:	City Council Legislative Meeting
On agenda:	1/28/2014	Final action:	
Title:	Approval of the City's Proposed FY 2015 and FY 2016 Transportation Project List Request for Northern Virginia Transportation Authority (NVTa) 70 Percent Funds. (Deferred from January 14, 2014 City Council Meeting.)		
Sponsors:			
Indexes:			
Code sections:			
Attachments:	14-2347 Attachment 1 Approval of the City's Proposed FY 2015 and FY 2016 Transportation Project 14-2347 Attachment 2 NVTa 70 Percent ppt		

Date	Ver.	Action By	Action	Result
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City of Alexandria, Virginia

MEMORANDUM

DATE: JANUARY 22, 2014

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: RASHAD M. YOUNG, CITY MANAGER /s/

DOCKET TITLE:

Approval of the City's Proposed FY 2015 and FY 2016 Transportation Project List Request for Northern Virginia Transportation Authority (NVTa) 70 Percent Funds. (Deferred from January 14, 2014 City Council Meeting.)

ISSUE: Consideration of the City of Alexandria's proposed program of projects for submission to NVTa for 70 percent funding in FY 2015 and FY 2016.

RECOMMENDATION: That City Council: (1) Approve the FY 2015 and FY 2016 proposed transportation project request as listed in Table 2, and authorize the City Manager to submit the projects to the Northern Virginia Transportation Authority (NVTa) for consideration, and (2) Endorse in concept the proposed transportation project funding plan for FY 2017 through FY2024 NVTa funds as listed in Attachment 1.

BACKGROUND: In April 2013, House Bill 2313 was signed into law, levying additional taxes and a fee in Planning Districts that meet population, motor vehicle registration, and transit ridership criteria. As of July 1,

2013, only the Northern Virginia and Hampton Roads Planning Districts currently meet these criteria. The additional revenues generated in Northern Virginia through these new taxes and fees are deposited into a fund managed by NVTa. Thirty percent of the funds will be distributed directly to member localities for use on transportation projects; the remaining 70 percent of the funds will be distributed by NVTa and used for regional transportation projects.

NVTa under the authorizing legislation may distribute the regional funds to (1) mass transit capital projects that increase capacity or (2) projects that are included in TransAction 2040 or the Constrained Long Range Plan and have been evaluated for congestion relief and emergency evacuation by VDOT. VDOT's HB599 study will compile and rate projects to help inform NVTa's competitive project funding decision making process.

Based on current projections, the region anticipates generating \$290 million annually in new tax and fee revenue, with approximately \$16.5 million annually in the City of Alexandria. NVTa will eventually develop a Six-Year Plan that allocates funding to member jurisdictions. House Bill 2313 states that each jurisdiction's long term benefit shall be approximately equal to the annual revenues generated by the jurisdiction. Therefore, for planning purposes in developing the City's 10-Year Capital Improvement Program, staff is projecting, based on the revenue generation estimate of \$16.5 million per year, that \$165 million in new NVTa transportation revenue for regional public transportation projects in the City's upcoming 10-year Capital Improvement Program. It should be noted that the NVTa revenue for any jurisdiction will not likely match its NVTa tax and fee revenue generation in any year, but that over time each jurisdiction's NVTa granted funds for that jurisdiction's transportation projects will equal its revenue generation.

In the spring of 2013, NVTa approved a program of projects for FY 2014 paid for by the 70 percent funds only. The following City projects were approved and will be reflected in the FY 2015-FY 2024 Capital Improvements Program:

Table 1. Approved FY 2014 Project Submission for NVTa 70 Percent Funds

▪ DASH Bus Expansion	\$3,250,000
▪ Traffic Signal Upgrades/Transit Signal Priority	\$660,000
○ <i>Route 1 implementation</i>	<i>\$600,000</i>
○ <i>Transit Corridor "B" - Duke Street design</i>	<i>\$60,000</i>
▪ Shelters and Real-Time Information for DASH/WMATA	\$450,000
▪ Potomac Yard Metrorail Environmental Impact Statement	<u>\$2,000,000</u>
TOTAL	\$6,360,000

At the January 14, 2014 City Council meeting, staff presented a proposed FY 2015 and FY 2016 transportation project request, as well as a plan for FY 2017 through FY2024 NVTa funds. Council deferred this item until the January 28, 2014 Council meeting and directed to staff to redistribute \$16 million in FY2017 originally identified for a Real Time Adaptive Control and Data Management System.

DISCUSSION: In December 2013, NVTa issued a call for projects for the first three years of the eventually contemplated Six-Year Plan to be submitted by January 31, 2014. NVTa, however, is only accepting projects for the remainder of FY 2014 funds (of which the City has no projects which need funding for this time period beyond the already NVTa approved projects listed above), as well as FY 2015 and FY 2016. NVTa will issue a call for projects at a later date for the remaining three years of NVTa's contemplated Six Year Plan. City staff's FY2015 and FY 2016 recommendation (see Table 2 on page 3 of this memorandum) was developed as part of the City's annual Capital Improvement Program planning process. This funding proposal reflects the funding strategy presented to Transportation Commission in September 2013 and to the City Council at a work session on November 26, 2013 particularly:

- Reserve NVT A 70 percent funds for major capital investments with regional impacts;
- Rely on CMAQ, RSTP, and NVT A 30 percent funds for non-motorized, project development, ADA improvements, and transit capital maintenance;
- Focus NVT A 30 percent funds and Transportation Improvement Program funds on operating expenses in out years; and
- Continue to pursue discretionary grant funding for non-motorized and dedicated transitways.

While NVT A is only seeking projects for FY2014 - FY2016, staff maintained a long-term perspective while developing the proposed submission in line with City's ten-year Capital Improvement Program. For informational purposes, Attachment 1 illustrates the planned use of NVT A 70 percent funds over a 10-year horizon. The plan assumes that the City will see up to \$165 million in benefits over that 10-year period. The FY2014 -FY2016 submission is included in Table 2 below.

Table 2. FY 2015 and FY 2016 Project Submission for NVT A 70 Percent Funds

	FY 15	FY 2016
▪ Potomac Yard Metrorail Station	\$500,000	\$1,000,000
▪ Transit Corridor 'B' - Duke Street	\$190,000	\$0
▪ Transit Corridor 'C' - Beauregard	\$0	\$2,400,000
▪ Real Time Traffic Adaptive Control	\$500,000	\$0
TOTAL	\$1,190,000	\$3,400,000

In addition to the FY2014 projects that have already been approved for NVT A 70 percent funds; staff proposes seeking funding for the following projects:

A. It is proposed that the following project funding request to NVT A be approved by Council for FY 2015 and FY 2016:

Potomac Yard Metrorail Station: The Potomac Yard Metrorail Station is a proposed infill station along the Metrorail Yellow and Blue lines that will improve accessibility of the Potomac Yard area and provide more transportation choices for current and future residents, employees, and business by establishing a new access point to the regional Metrorail system. Currently, the City is conducting a multi-year Environmental Impact Statement study that evaluates three primary alternatives and a no-build alternative. If a build alternative is selected, the project will be designed and built by the Washington Metropolitan Area Transit Authority with support from and in coordination with the City. The requested NVT A 70 percent funding of **\$1,500,000** for this project in FY 2015 and FY 2016 is for the development of a design-build package, as well as professional services to support the City in reviewing design options.

Transit Corridor "B" - Duke Street: Transit Corridor "B" is a 4-mile segment of high-capacity transitway in dedicated lanes along the Duke Street and Eisenhower Avenue corridor between the western City limit and Old Town. The City has identified grant funding in FY 2019 to begin preliminary design and feasibility work. In advance of the transitway implementation, the City intends to make much needed improvements to traffic signalization. The additional **\$190,000** in NVT A 70% funds proposed to be requested will support the design of Transit Signal Priority, which will improve the efficiency of traffic flow in the Duke Street corridor.

Transit Corridor "C" - Beauregard: Transit Corridor "C" is a 4-mile segment of high-capacity transitway in dedicated lanes between the Van Dorn Metrorail station and the border with Arlington to the north. This investment will support the development proposed in the Landmark/Van Dorn Small Area Plan and the Beauregard Corridor Small Area Plan. The City recently kicked off an Alternatives Analysis and Environmental Assessment (AA/EA) to further refine the High Capacity Transit Corridor Work Group's recommendation for Bus Rapid Transit in dedicated lanes between Van Dorn Metrorail and the Pentagon. The

City is seeking **\$2.4 million** in NVTa 70 percent funds to support preliminary engineering following completion of the AA/EA.

Real-Time Adaptive Traffic Control and Data Management System: This is a new project that the T&ES is pursuing as part of the FY2015 - FY2024 Capital Improvement Program. When fully implemented, this initiative will allow the City to analyze real-time traffic data and determine how best to optimize the performance of all the traffic signals in a given network together. T&ES is currently investigating a system that allows for real-time response to changes in traffic changes caused by emergencies, construction, special events, weather, crashes, citywide emergency responses and other unpredictable events. In addition, T&ES is seeking a data management system that anonymously locates and tracks the movement of cellular devices and uses that data to create real-time and predictive traffic information. The City is seeking **\$500,000** in NVTa 70 percent funds in FY 2015 to conduct a feasibility study and develop a concept strategy.

B. It is proposed that the following project funding plan be conceptually endorsed for FY 2017 to FY 2024: This transportation project list is presented for City Council concept endorsement only, as it will be subject to future annual review, approval and amendment by City Council as part of the annual City's 10-year Capital Improvement Program planning and budgeting process. Per Council's direction at its January 14 legislative meeting, the \$16 million that had been proposed for FY 2017 funding of the proposed Real Time Adaptive Traffic Control System has now been eliminated, with \$8 million of those funds reallocated and added to the Potomac Yard Metrorail Station project and \$8 million reallocated to the Corridor "C" Beauregard -Van Dorn rapid transit service project:

Landmark Transit Station: A total of **\$6.0 million** is projected to be needed in FY 2023 and FY2024 to fund the planned transit station on the Landmark Mall site. Landmark Mall is currently a major transit hub, and which will continue to grow given continued mass transit growth in the region including serving as the intersect of high capacity transit corridor "C" and high capacity transit corridor "B". The eventual redevelopment of the 50 acre Landmark Mall site will also contribute to an increased transit demand. In areas where there are many bus and other transit lines, localities have seen that a transit station can make a difference in overall transit ridership.

Potomac Yard Metrorail Station: A total of **\$66.0 million** in NVTa regional funding is proposed as a funding source in FY 2017 to assist with the construction of the Potomac Yard Metrorail Station. Previous cost estimates were \$195 million for Alternative A, \$250 million for Alternative B and \$462 million for alternative D. If one of these three "build alternatives" is selected by the end of calendar year 2014, construction of this station could begin as early as FY 2017. These proposed significant NVTa monies will reduce the amount of debt the City would have to issue, as well as significantly reduce the resultant debt service over the 30- year bond repayment period. This mitigates the financial risk to the City, and would help ensure that sufficient Potomac Yard revenues (mostly Potomac Yard development generated new tax revenues) were available to meet future debt service obligations. The City's debt ratios would also not be needed to be increased as much above the City's current guidelines as previously contemplated. From the earliest financial planning analyses for the Potomac Yard Metrorail station, it has been stated that outside state, federal or regional funding sources would be sought. With the availability of regional NVTa 70% funds, this is now possible.

Corridor "A" Streetcar Study: While the establishment of a rubber tire rapid transit service in Corridor "A" (Braddock Metrorail station through Potomac Yard to the Crystal City Metrorail Station in Arlington) is the first planned rapid transit mode in that corridor, studying whether, where and when to possibly convert it to streetcar service has been on the City's agenda as part of its collaborative transit efforts with Arlington. Arlington has decided to forgo federal funding to proceed directly with a locally funded streetcar service in Crystal City - Pentagon City area of Arlington. This service will end near the City -County border near Four

Mile Run. A total of **\$3.0 million** is contemplated to be requested in FY 2021 to undertake the necessary environmental studies as a precursor to determine if converting to streetcar is warranted as well as such a study is a mandatory step to be eligible for federal capital grant funding.

Transit Corridor “B” - Duke Street: To design and construct Corridor “B” in dedicated lanes along the Duke Street and Eisenhower Avenue corridors. It is estimated that over \$100million total investment by the private sector, the City and the federal government will be needed. The City has identified grant funding in FY 2019 to begin preliminary design and feasibility work. In advance of the transitway implementation, the City intends to make much needed improvements to traffic signalization. The additional **\$190,000** in NVTa 70% funds proposed to be requested will support the design of Transit Signal Priority, which will improve the efficiency of traffic flow in the Duke Street corridor. This NVTa funding request is for **\$19.56 million** in FY 2020- FY 2023

Corridor “C” Beauregard-Van Dorn: To build out and equip Corridor C’s dedicated lanes and rapid transit service it is estimated that over \$129 million total investment by the private sector, the City and the federal government will be needed. To date some \$22.5 million in developer cash contributions and a significant amount of donated right of way have been pledged as part of the Beauregard Small Area Plan. This NVTa funding request of **\$62.1 million** in FY 2016 to FY 2019 will significantly accelerate the creation of the dedicated lanes in the corridor and serve as needed match to federal transit capital grant funds. This will also help the City maintain its debt ratios by not having to issue a significant amount of bonds to fund a portion of the Corridor C project.

FISCAL IMPACT: By seeking NVTa 70 percent funds, the City substantially improves its ability to deliver other needed transportation improvement projects using City funds. When the City secures NVTa 70 percent funds as detailed in this memorandum, other funding sources previously programmed in the City’s FY 2014-FY 2023 Capital Improvement Program (including, but not limited to Transportation Improvement Program (TIP) funding) will be available for other transportation projects. Furthermore, potential City debt issuances in the current CIP associated with large scale regional transportation projects, including the Potomac Yard Metrorail Station and the Beauregard Transit Corridor “C”, can be reduced in total by \$75 million or more. This reduction of General Obligation bond funding and its impact on City debt ratios are being considered as City staff develops the forthcoming FY 2015- FY 2024 Capital Improvement Program.

ATTACHMENTS:

Attachment 1 - NVTa 70 Percent Funds: Proposed 10-Year Plan

STAFF:

Jerome Fletcher, Special Assistant to the City Manager, CMO

Mark B. Jinks, Deputy City Manager, CMO

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

Nelsie Smith, Director, OMB

Sandra Marks, Acting Deputy Director, T&ES

Marti Reinfeld, Transit Division Chief, T&ES

Antonio Baxter, Strategic Management Services Division Chief, T&ES

Christopher Bever, Assistant Budget Director, OMB

	FY 14 Approved	FY15	FY 16	FY 17	FY 18	FY 19	FY 20	FY 21	FY 22	FY 23	FY 24	Total FY 15-24
Bus Shelters and Benches	\$450,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$450,000
DASH Fleet Expansion	\$3,250,000	\$0	\$0	\$0	\$0	\$0		\$0	\$0	\$0	\$0	\$3,250,000
Landmark Transit Station	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$600,000	\$5,400,000	\$6,000,000
Potomac Yard Metrorail Station	\$2,000,000	\$500,000	\$1,000,000	\$58,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$61,500,000
Route 1 Transitway	\$600,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$600,000
Transit Corridor "A" - Streetcars	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,000,000	\$0	\$0	\$0	\$3,000,000
Transit Corridor "B" - Duke Street	\$60,000	\$190,000	\$0	\$0	\$0	\$0	\$210,000	\$0	\$2,100,000	\$2,000,000	\$15,000,000	\$19,560,000
Transit Corridor "C" - Beauregard	\$0	\$0	\$2,400,000	\$11,740,000	\$20,000,000	\$20,000,000	\$0	\$0	\$0	\$0	\$0	\$54,140,000
Real-Time Traffic Adaptive Control	\$0	\$500,000	\$0	\$16,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$16,500,000
NVTA 70% Total	\$6,360,000	\$1,190,000	\$3,400,000	\$85,740,000	\$20,000,000	\$20,000,000	\$210,000	\$3,000,000	\$2,100,000	\$2,600,000	\$20,400,000	\$165,000,000



NVTA Call for Projects

January 28, 2014

NVTA Call for Projects

- HB 2313 provides additional regional (70%) funds and local funds for transportation, through the NVTA.
- Earlier in 2013, the City assembled a set of projects to be funded by the 70% funds starting in FY2014, which were used as part of a court case to determine the constitutionality of NVTA funding.



FY 2014 Approved Projects

DASH Bus Expansion	\$3,250,000
Traffic Signal Priority and Upgrades	
Route 1	\$600,000
Corridor 'B'- Duke St.	\$60,000
	\$660,000
Bus Shelters and Real-Time Information	\$450,000
Potomac Yard Metro Environmental Impact Statement (EIS)	\$2,000,000
TOTAL	\$6,360,000

NVTA Call for Projects

- Approximately \$165 million over 10 years
- Over time, Alexandria should see that benefit
- After a favorable court ruling, NVTA placed a call for project for FY2015 and FY2016 funds
- Project list due to the NVTA by January 31, 2014

70% Funding Strategy

- Reserve NVT A 70% funds for major capital investments with regional impacts
- Rely on CMAQ, RSTP, and NVT A 30% funds for non-motorized, project development, ADA improvements, and transit capital maintenance
- Focus NVT A 30% funds and TIP funds on operating expenses in out years
- Continue to pursue discretionary grant funding for non-motorized and dedicated transitways

FY 2015 & 2016 Proposal

	FY2015	FY2016
Potomac Yard Metrorail Station	\$500,000	\$1,000,000
Transit Corridor "B" Duke Street	\$190,000	\$0
Transit Corridor "C" Beauregard		\$2,400,000
Real Time Traffic Adaptive Control	\$500,000	
Total	\$1,190,000	\$3,400,000

Ten Year Proposal

- Conceptual Endorsement of the following projects:

Project	Year of Funding Request	Total Funding
Landmark Transit Station	2023 & 2024	\$6.0 million
Potomac Yard Metrorail Station	2017	\$58 million
Corridor "A" Streetcar Study	2021	\$3 million
Transit Corridor "B" Duke Street	2020 & 2021	\$19.56 million
Corridor "C" Beauregard	2016-2019	\$54.1 million
Real Time Adaptive Control and Data Management System	2016	\$16 million



Legislation Details (With Text)

File #: 14-2340 **Name:**

Type: **Status:** Agenda Ready

File created: 1/16/2014 **In control:** City Council Legislative Meeting

On agenda: 1/28/2014 **Final action:**

Title: Consideration of the Staff Response to the Report Recommendations of the Alexandria Fund For Human Services Review Committee.

Sponsors:

Indexes:

Code sections:

Attachments: [14-2340 AFHS Review Committee Report \(18 Nov 2013\)](#)
[14-2340 Staff Response PowerPoint.pdf](#)

Date	Ver.	Action By	Action	Result
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City of Alexandria, Virginia

MEMORANDUM

DATE: JANUARY 22, 2014

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: RASHAD M. YOUNG, CITY MANAGER /s/

DOCKET TITLE:

Consideration of the Staff Response to the Report Recommendations of the Alexandria Fund For Human Services Review Committee.

ISSUE: Receipt of the staff response to the Alexandria Fund for Human Services (AFHS) Review Committee Report recommendations.

RECOMMENDATION: That City Council receive the staff response to AFHS Review Committee Report recommendations, and direct City Manager to begin implementation of the recommendations as outlined.

BACKGROUND: On December 10, 2013, the City Council received the Report of the Alexandria Fund for Human Services (AFHS) Review Committee, which was charged with reviewing the AFHS to ensure alignment with the City's Strategic Plan and to review, reexamine, and explore new directions, concepts and mechanisms for the AFHS. In the docket memorandum, transmitting the report, the City Manager indicated

that staff would develop a response regarding the feasibility and practicality of implementing the report recommendations for consideration at the City Council meeting on January 28, 2014.

DISCUSSION: The report contained ten major recommendations. The following is a summary of the AFHS Review Committee Report recommendations with staff responses.

Committee Recommendation #1: Promote stronger alignment between AFHS awards and the City of Alexandria's Strategic Plan.

Staff Response:

- *Staff concurs that the AFHS awards need to be aligned with established City priorities as outlined in the City Council Strategic Plan.*
- *Priorities will be taken from the City Manager's Performance Plan, and other City Council approved planning documents outlining City priorities, such as the Aging Master Plan, Housing Master Plan and the forthcoming Children and Youth Master Plan, and the community indicators and measures.*
- *Staff will develop grant priorities based on the above cited documents.*

Committee Recommendation #2: Consolidate the three AFHS funds into a single fund with established priorities to focus on children, youth and community needs.

Staff Response:

- *Staff concurs with consolidation of the funds.*
- *Grants will be awarded to organizations that are best able to demonstrate that the goals of their program are closely aligned to one or more of the long term outcomes in the documents cited in the responses to Recommendation #1.*
- *Current priorities will be eliminated and new priorities will be developed as outlined in Recommendation #1.*

Committee Recommendation #3: Establish a narrow procurement process that extends contracts to selected awardees meeting specific criteria.

Staff Response:

- *Staff does not support this recommendation and could not determine an inherent benefit for transitioning from grants to contracts.*
- *While contracting may result in multi-year awards, the same can be accomplished through provision of multiple year grants which the staff does support.*
- *AFHS expands the City's human services network by providing supplemental funding used to leverage additional dollars that support the cost of the services by grant recipients.*
- *DCHS experience with moving from providing a grant to contracting for the hypothermia shelter resulted in the doubling of the cost of the service for the same level of service.*
- *City costs under the contracting method may increase in subsequent years because City contracts authorize the Purchasing Agent to increase contract costs based on the consumer price index.*
- *Contracting will not improve outcomes but is more staff intensive and may reduce service levels due to costs.*

Committee Recommendation #4: Provide City Council with lessons learned from each grant cycle and recommendations for the next cycle alongside the report on grant awards.

Staff Response:

- *Staff concurs with this recommendation.*
- *Staff recommends that any information and insights gleaned from the review process be included in the docket memorandum to City Council conveying the grant decisions.*

Committee Recommendation #5: Create a mechanism for promoting innovative solutions to existing challenges through solicitation of joint applications and new solutions.

Staff Response:

- *Extra points will be awarded to proposals which offer innovative solutions to existing challenges that are backed by research or have been successful elsewhere.*
- *Extra points will be awarded to joint applications, particularly those that combine similar services.*
- *Extra points will be awarded to programs that have a dollar-for-dollar match.*
- *Staff does not recommend a carve-out or set-aside of funds.*

Committee Recommendation #6: Establish a multi-year (2- to 5-year) cycle for grant awards.

Staff Response:

- *Staff concurs with the recommendation to provide multi-year grants and recommends moving to a three-year cycle. Funding in the subsequent years would be based on successful completion of program outcomes in the previous year and continued City Council funding.*
- *Multi-year funding would enhance service delivery by ensuring program continuity over a longer period of time.*
- *Staff does not recommend staggered funding.*

Committee Recommendation #7: Strengthen the review process to promote and reward innovative solutions.

- 7a. Standardize AFHS review panel formation and composition.
- 7b. Strengthen and develop additional guidelines for grant reviewers for ranking grants and allocating resources.
- 7c. Provide more time (a minimum of two weeks) for grant review panel to review the grants under consideration and require panel rankings prior to meeting.
- 7d. Ratings/scoring of applications should, to some extent, be made public to encourage transparency and collaboration.
- 7e. Organizations already receiving city contracts for services should be identified as such during the review process to prevent supplementing existing contract.

Staff Response:

- *Staff concurs with these recommendations and will work to implement them, beginning with the announcement of the next grant cycle, FY 2016.*
- *Staff proposes issuing the request for grant proposals in the fall of the fiscal year prior to beginning of the subsequent grant year.*

Committee Recommendation # 8: Improve oversight, monitoring and measuring of grant performances to ensure grants are achieving the desired objectives.

- a. AFHS should strengthen mechanisms that measure or capture the impact of grant awards as well as conduct rigorous oversight of awards to ensure that stated objectives and goals are being met.
- b. Allocate new resources for dedicated DCHS staff to manage grants (and/or contracts).

- c. Conduct visits to awardees (above a threshold) as a standard part of annual review; enlist and train volunteers from boards and commissions

Staff Response:

- *Staff largely concurs with this recommendation.*
- *Agencies seeking AFHS grant funding will be required to clearly articulate how their proposals align with City's grant priorities.*
- *Training on outcome measurement will be provided to award recipients to enhance program reporting.*
- *Online grant reporting will be implemented.*
- *Funded programs will be invited to make presentations to appropriate human and social service related boards and commissions.*
- *Fiscal and programmatic monitoring and site visits will be conducted by DCHS staff over the multi-year grant period.*
- *Staff believes that existing staff can implement the proposed enhancements and does not recommend reducing the fund to cover the cost of a dedicated position.*

Committee Recommendation #9: Establish a funding “floor” or level below which applications will not be considered.

Staff Response:

- *Staff agrees with this recommendation and recommends that the minimum amount awarded be \$25,000.*

Committee Recommendation #10: Introduce additional technological changes to the online application process to improve its effectiveness (login/PIN, ability to save and review, Excel budget, online evaluation process, etc.).

Staff Response:

- *Staff concurs with this recommendation and has begun discussions with City IT and Communications staff to further enhance the online application initiated for the FY 2014 grant cycle.*
- *In tandem with this recommendation, staff will develop an online reporting process, consistent with the application process.*

Staff will begin the immediate implementation of these enhancements, with full implementation, beginning with the issuance of the FY 16 request for grant proposals.

FISCAL IMPACT: None.

ATTACHMENTS:

Attachment 1: Report of the Alexandria Fund for Human Services Review Committee

STAFF:

Debra R. Collins, Deputy City Manager and Interim Director, Department of Community and Human Services (DCHS)

Suzanne T. Chis, Deputy Executive Director, DCHS

Deborah Warren, Director, Center for Children and Families, DCHS

Ronald Frazier, Director, Office of Youth Services, DCHS

Carol M. Farrell, Chief, Early Childhood Division, DCHS

Debbie Brown Anderson, Contracts and Grants Coordinator, DCHS

Report of the Alexandria Fund for Human Services Review Committee

Jason Dechant, Chair

Joseph Valenti, Vice-Chair

Kendra Gillespie

Sonia Price

Clarence Tong

November 2013

Acknowledgements

The Review Committee would like to thank the dedicated City staff that supported the review, especially Mr. Ronald Frazier, Director of the Office of Youth Services, Department of Community and Human Services. The Committee also wants to thank the many guests that came before the group and answered questions. The findings and recommendations conveyed in this report are those of the Committee and are not necessarily endorsed by the City of Alexandria Department of Community and Human Services.

Executive Summary

The Alexandria Fund for Human Services (AFHS) is the umbrella fund through which the Alexandria Department of Community and Human Services (DCHS) coordinates and administers grants for two human services grant funds: the Children's and Youth Fund and the Community Partnership Fund. The Alexandria City Council appropriates funds for the AFHS through its annual budget process. Review panels appointed by the City Manager evaluate proposals and make funding determinations. AFHS allocations for FY 2014 were: Children's Priorities \$907,202; Youth Priorities \$277,147; and Community Partnership Fund \$848,910.

Based upon past assessments of the AFHS and recent feedback from the non-profit community, the Fund receives favorable reviews from the community. In particular, many have reported that the Fund is well-administered, helps Alexandrians in need, demonstrates the City's commitment to serving the community, supports the non-profit community and builds collaborative and innovative partnerships.

Despite this positive feedback and recent successes of many of its sponsored programs, some observers have suggested that the AFHS may be further strengthened to better align it with the City's Strategic Plan and more effectively distribute funds to achieve desired objectives. In particular, several challenges have been raised to include the perceived:

- Negative impact of partial funding of initiatives;
- Crowding out of new applicants/solutions by long-standing programs that may better serve the City through a procurement process;
- Lack of alignment with the City Strategic Plan); and,
- Inability of awardees to plan programs longer term due to short (1-year) grant cycle.

To conduct a thorough evaluation of the Fund and address these perceived challenges, the City Manager established a Citizen Review Committee that met weekly beginning in August 2013. The Committee structured its review around a series of questions and collected perspectives (data) from the non-profit community, City staff, community members and other jurisdictions. It addressed the review questions and offered a series of recommendations, based upon the review, to further strengthen the

AFHS. The recommendations of the Review Committee (detailed throughout this report) include:

1. Promote stronger alignment between AFHS awards and the City of Alexandria's Strategic Plan.
2. Consolidate the three AFHS funds into a single fund with established priorities to focus on children, youth, and community needs.
3. Establish a narrow procurement process that extends contracts to selected awardees meeting specified criteria.
4. Provide City Council with lessons learned from each grant cycle and recommendations for the next cycle alongside the report on grant awards.
5. Create a mechanism for promoting innovative solutions to existing challenges through solicitation of joint applications and new solutions.
6. Establish a multi-year (2- to 5-year) cycle for grant awards.
7. Strengthen the review process to promote and reward innovative solutions. (Specific recommendations provided.)
8. Improve oversight, monitoring, and measuring of grant performance to ensure grants are achieving the desired objectives. (Specific recommendations provided.)
9. Establish a funding "floor" or level below which applications will not be considered.
10. Introduce additional technological changes to the online application process to improve its effectiveness (login/PIN, ability to save and review, Excel budget, online evaluation process, etc.).

This report details the process by which the Committee developed these recommendations and offers next steps for implementing them. The Committee believes doing so accomplishes the City Council and City Manager's directives to strengthen the AFHS so that it supports the City's goals and desired outcomes.

Contents

1. Introduction.....	1
A. Review Committee Charter	1
B. Approach/Methodology	2
C. Review Questions	3
D. Organization of the Report	3
2. Alexandria Fund for Human Services Background.....	5
A. History of the Alexandria Fund for Human Services	5
B. Current Approach for Administering Fund	6
C. Recent Reforms to the Fund	6
D. Strengths and Testimonials.....	7
E. Perceived Challenges	9
3. Addressing Review Questions	11
A. What is the Value of the Alexandria Fund for Human Services and How Do Funded Programs Relate to the City Priorities?	11
B. What are the Best Options for Structuring the AFHS Moving Forward to Make It More Effective?	12
C. Does the Application Process Promote Competition and Accountability?	13
D. What are the Strengths and Weaknesses of the Current Application and Evaluation Process?.....	14
4. Findings and Recommendations	17
5. Conclusion	23

Appendices

Appendix A . Committee Membership.....	A-1
Appendix B . Discussions/Guests	B-1
Appendix C . Evaluation of Recommendations.....	C-1
Appendix D . References	D-1

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1. Introduction

The Alexandria Fund for Human Services (AFHS) is a fund administered by the Alexandria Department of Community and Human Services (DCHS). The Fund is aimed at sponsoring programs that provide important services to Alexandrians in need. Citizen review panels appointed by the City Manager make the grant award determinations. The AFHS has evolved over the years to become what it is today (see Chapter 2).

Despite the success of its programs in recent years, some observers raise questions about the Fund's operation and have suggested reforms. To assess its current operation and consider recommendations for improvement, the Alexandria City Manager appointed a Citizen Review Committee to evaluate AFHS performance and address whether or not it is achieving its mission. The Committee consisted of citizen members: Jason Dechant, Kendra Gillespie, Sonia Price, Clarence Tong, and Joseph Valenti. This report conveys the findings and recommendations of the Committee.

A. Review Committee Charter

In a memorandum to the Alexandria City Council on July 22, 2013, the City Manager established a Citizen Review Committee charged with evaluating the Alexandria Fund for Human Services. The evaluation was to inform the City's broader assessment of the fund "to ensure alignment with the forthcoming core measures and indicators based upon the City's Strategic Plan."¹ In addition, the Committee was to address calls by members of City Council to "review, reexamine, and explore new directions, concepts and mechanisms for the AFHS."²

The Committee was to meet weekly supported by Department of Community and Human Services (DCHS) staff and to complete its work by November 2013. The first meeting of the Committee was on August 12, 2013 and it met weekly until its last full meeting on October 28, 2013. As directed by the City Manager, topics addressed by the Committee included, but were not limited to:

- Review of Committee objectives;
- AFHS history and overview;

¹ Rashad M. Young, "Update to the Status of the Alexandria Fund for Human Services," memorandum to the City of Alexandria Mayor and City Council, July 22, 2013.

² Justin Wilson and Paul Smedberg, "Alexandria Fund for Human Services," memorandum to the City of Alexandria Mayor and City Council, June 11, 2013.

- Contract and grant-making processes (discussions with the Purchasing staff and City Attorney);
- Review of funding processes from other localities;
- Alignment of AFHS with City Council Strategic Plan (discussion with City staff); and
- Performance measurement and grant monitoring.

B. Approach/Methodology

The Review Committee convened on August 12, 2013 to conduct a full assessment of the AFHS grant process and to determine whether AFHS grant awards and outcomes are aligned with the City's Strategic Plan. At that meeting, the Review Committee, with the support of DCHS Staff, adopted a purposeful approach to collaborate with non-profit organizations, meet with the City's Contract Specialist, research and consult with other jurisdictions, consult with community representatives and share our own unique perspectives on the AFHS review process.

The Committee developed several study questions and sub-questions regarding every aspect of the AFHS process. Over the course of eight weeks, the Committee met with individuals, held a public forum and met members from the Alexandria Council of Human Services Organizations Collaborators' Group, conferenced with Fairfax County Contracts Supervisor for the Consolidated Funding Pool, considered the City of Seattle Human Services Grants Process and discussed the benefits and challenges of grant funding versus contracting services for the entire AFHS process as well as for organizations who are repeatedly awarded grants for programs and services. Additionally, the Review Committee sent out a series of questions to non-profits to solicit their feedback and experiences regarding the AFHS grant allocation process and invited all to submit written responses and attend a special meeting on September 26, 2013 to share some of their comments. The Committee received written responses from ten organizations. Sixteen organizations made comments at the September meeting.

During their weekly deliberations, the Review Committee considered the efficiency of administering funds, transparency in the recommended process, the small percentage of overall costs represented by budget awards and oversight of allocated funds and performance outcomes. Most importantly, the Review Committee remained keenly aware of the impact on children, youth, families, the elderly and individuals with disabilities and ensuring that the proposed recommendations are aligned with the City's Strategic Goals and Community Priorities.

Based upon these deliberations and the data collected (from stakeholders, city staff, guests, and other sources), the Committee generated a series of recommendations for addressing concerns raised by some observers and strengthening the operation of the AFHS. These recommendations are presented in Chapters 3 and 4 of this report and more fully detailed in Appendix C. Each of the recommendations enjoys support by most or all of the Committee members, but not all of them received unanimous support.

C. Review Questions

To address the City Manager and City Council's direction, the Review Committee framed a series of questions to solicit feedback and insight throughout the assessment. The following questions were used to evaluate the fund and grant allocation process, determine whether AFHS priorities are aligned with the City's Strategic Goals and Community Indicators, and consider options for structuring the AFHS in a more efficient and effective manner. The responses to these questions are a compilation from stakeholders including non-profit agencies, staff members, interviews and community representatives with personal experience and insight with the AFHS Grant Review process (detailed in Chapter 3). The review questions included:

- What is the value of the Alexandria Fund for Human Services and how do funded programs relate to the City's Strategic Plan and Community Priorities?
- What are the best options for structuring the AFHS moving forward to make it more effective?
- Does the application process promote competition and accountability?
- What are the strengths and weaknesses of the current application and evaluation process?

D. Organization of the Report

This chapter provides an overview of the Review Committee and its background. Chapter 2 presents the history of the AFHS, its evolution, strengths, and perceived challenges. Chapter 3 addresses each of the review questions introduced above based upon data collected throughout the review. Chapter 4 details each of the recommendations of the Committee. The final chapter offers suggested next steps for strengthening the AFHS.

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2. Alexandria Fund for Human Services Background

The Alexandria Fund for Human Services is the umbrella fund through which the Department of Community and Human Services staff coordinates and administers grants and special initiatives for the two human services grant funds: the Children's and Youth Fund (CYF); and the Community Partnership Fund (CPF). The goal of the AFHS is to award funding through a competitive process to organizations providing services to Alexandria residents. The CYF assists organizations in providing quality early childhood education programs and comprehensive services for at-risk children, birth through age five; and supports programs, services and activities that promote positive youth development for youth, ages six to 21. The CPF supports human service priorities that address self-sufficiency, prevention, protection and treatment.

The Alexandria City Council appropriates funds for AFHS through its annual budget process. Review panels appointed by the City Manager evaluate proposals and make funding determinations. AFHS allocations for FY 2014 are as follows: Community Partnership Fund \$848,910; Youth Fund \$277,147; and Children's Fund \$907,202.

A. History of the Alexandria Fund for Human Services

The City Council established the Community Partnership Fund for Human Services on October 14, 1997, to address identified human service priorities. In July 2005, the administration of this fund was transferred from the Office of Management and Budget to DCHS. In October 2005, the City Council made several broad human service priorities in the Community Partnership Fund permanent. Proposals may address services that are to be provided Citywide or in any neighborhood or community in the City.

In 2012, the City established the Children and Youth Fund within the AFHS addressing birth through 21 years of age. Proposals for the CYF are funded in two primary priority areas: Children's Priority (birth to five) and the Youth Priority (ages six to 21). Priorities for the former Children's Fund were established by the Alexandria City Council in November 1992 to assist in meeting the needs of at-risk children, birth to age five, including quality early childhood programs and comprehensive services. Approximately half of the priorities in the former Children's Fund require a minimum of a dollar for dollar match from funding sources outside the City's General Fund.

The Alexandria City Council first allocated funding to serve youth in grades 6 through 12 in May 2001, through the former Youth Fund. In September 2002, the funding was expanded to include youth from ages 6 to 21, using the Developmental Asset approach as a framework for positive youth development.

B. Current Approach for Administering Fund

The AFHS has a unified application process for both of its funds, the Community Partnership Fund and the Children and Youth Fund, and utilizes a quantified rating system with specific categories and assigned points. AFHS has broad human service funding priorities and prospective grant recipients submit grant proposals that propose specific services or programs that address these priorities.

Staff from the DCHS receive, process and distribute grant applications to other City staff who are the content experts in the respective human service areas. Though staff do not score or rate the proposals, they provide comments to the respective review committees. The DCHS Grants and Contract Coordinator provides a report to the review committees on the grant applicants' previous year's grant outcomes.

The actual scoring of proposals is completed by citizen review committees comprised of City board and commission and community representatives. The reviewers develop consensus scores and determine the amount of each award. Grant agreements are executed between the City and the recipients, which outline anticipated outcomes and recipients provide regular financial and performance reports.

It is important to note that there are a few distinctions among the three programs under the Alexandria Fund for Human Services. They are:

- The Children and Youth Fund –Children's Priorities requires that approximately half of the grant recipients provide a one-to-one match of non-City funding for City funds provided through the grant.
- The maximum grant awarded through the Children and Youth Fund – Youth Priorities is \$50,000, with the average grant award of approximately \$18,000.
- There is no maximum grant award limit for the Children and Youth Fund – Children's Priorities or the Community Partnership Fund.

C. Recent Reforms to the Fund

In July 2005, the administration of the CPF was transferred from the Office of Management and Budget to the then Department of Human Services. After consulting with previous grant applicants, nonprofit agencies, the Early Childhood Commission (ECC), and the Youth Policy Commission (YPC), staff implemented the following changes to the grant process:

- Consolidated the Children's Fund, Youth Fund and Community Partnership Fund under the umbrella name of the Alexandria Fund for Human Services (AFHS).
- Changed the fiscal year of the Community Partnership Fund and the Youth Fund to coincide with the City's Fiscal Year and the Children's Fund's program year (July 1 to June 30).

- Developed a unified application process for all three grants, including a quantified rating system with specific categories and assigned points.
- Posted the Notification of Opportunity and Request for Grant Proposals for all three grants on the City web page.
- Achieved cross-pollination in the grant review process by having a member of the former Youth Policy and the Early Childhood Commissions serve on all three grant review panels.
- Amended the FY 2007 priorities of the CPF and made them the permanent priorities of the Fund (because they were considered to be broad enough to address most human service needs, and in light of the fact the priorities had essentially remained the same from year to year). This recommendation ended the requirement to report annually on the priorities. Staff continues to report on the Fund distribution.
- Conducted an external review of the Fund's allocation process by representatives from other funders, including the United Way, ACT, Arts Commission and Northern Virginia Health Foundation, at City Council's request. They affirmed the process. After the review, the funders decided to work more collaboratively together in order to become consistent in funding requirements and identify ways to collectively lessen the administrative burdens on nonprofit organizations. They continue to meet monthly to collaborate and plan capacity building workshops for nonprofit organizations.
- Changed the grant notification to the end of May in order to allow organizations additional time to prepare for the subsequent fiscal year, at the request of several nonprofit agency grant applicants.
- Consulted with National League of Cities and reviewed processes of Cincinnati, OH, DuPage County, IL, and Nashville, TN. Also reviewed grant processes of other Virginia localities, including Arlington, Fairfax, Prince William, Charlottesville/Albemarle, and Hampton.
- Met with the City Attorney and former Purchasing Agent to review the AFHS grant-making process and discuss the advantages and disadvantages of implementing alternative methods of purchasing services, where they affirmed the current process.
- Initiated a two-year period (funds in the second year are contingent upon City Council appropriations to the AFHS). The City returned to a one-year funding cycle for FY 2010 and 2011, in recognition of the economic downturn and the need to be flexible in targeting funds. For the CPF, special funding consideration was given to programs that provide essential safety net services for the City's most vulnerable clients. The AFHS reinstituted the two-year cycle in FY 2012, but returned to the one-year for FY 2014 to allow for the review of the Fund.
- Developed and implemented an on-line application process for FY 2014 grant proposals.

D. Strengths and Testimonials

Since its inception in 2005, and through several measures introduced since then to improve it, the AFHS has funded programs that have served Alexandrians with a variety of needs. Over this time, City groups and stakeholders from the non-profit community alike have recognized many strengths of the

AFHS. These strengths were identified by the Committee through a survey of prior assessments of the AFHS and the Stakeholder Discussion conducted as part of the review. The committee found that:

The AFHS is well-administered. The program is well structured with a staff dedicated to administering the funds to ensure they are well spent. It compares favorably to other programs in neighboring jurisdictions. In fact, the Budget and Fiscal Affairs Advisory Committee noted in their report on the City Manager's proposed budget for FY 2009 (pg. 6) that the "grants from the Alexandria Fund for Human Services and from the Commission for the Arts appear to be well-administered."

The AFHS helps Alexandrians in need. Across its three funds, the AFHS provides resources to programs that support a variety of communities throughout the City. One of the groups speaking at the Stakeholder discussion noted that, " [With AFHS funding] we help low-income children get the start they deserve in life: a fair shake at opportunities for them and their families that so many of us take for granted. We've helped almost 3,000 young children receive high-quality preschool education, and helped their families improve their health, find better housing and jobs, and advocate for their children. *It has been an honor to partner with the Children's Fund since 1992.*"

The AFHS demonstrates the City's commitment to serving the community. In addition to providing resources for programs that support those in need, the AFHS demonstrates the City's commitment to serving the community. Another non-profit stakeholder stated that, "This fund represents an important opportunity for the City to demonstrate its commitment to those less able to otherwise pay for services designed to improve their educational, social, and economic circumstances."

The AFHS supports the non-profit community in Alexandria. One of the original goals of the AFHS was to strengthen the non-profit sector in Alexandria and grow its capacity to serve those in need. A primary way of doing this is by providing commitment and resources that may be used to leverage additional contributions, often far greater than what the AFHS provides, from other donors. As one non-profit noted in written comments submitted to the Committee, "AFHS funding is vitally important to our program... [We have] leveraged AFHS funding to successfully solicit support from private foundations, corporations and individuals. With AFHS' "stamp of approval" [our] program is given credibility that inspires the trust of community members and other funders."

The AFHS builds collaborative and innovative partnerships. The fund was established in part to develop partnerships across the non-profit community and also between the community and the City. Furthermore, the AFHS seeks to promote innovative solutions to existing challenges. Several recipients of awards contend it accomplishes this. One recipient stated that, "We treasure our partnership with AFHS. *It is a shining example of a private public partnership, and our vibrant, collaborative relationship* with the Human Services department staff." Another attendee of the Stakeholder Discussion noted that, "We feel that the AFHS Community Partnership Grant is best used to expand existing programs or to encourage new services. The grant process can help nonprofits and City departments *think outside the box with innovation and creativity* that do not always accompany a need to keep costs down."

E. Perceived Challenges

Despite its many strengths, the AFHS has also been the subject of some criticism by participants and observers. These perceived challenges were identified by the Committee through a review of City Council memos and deliberations and the Stakeholder discussion conducted as part of the review. The Committee found that the following perceived challenges of the AFHS exist:

The partial funding of AFHS grants may have a negative impact. Most of the applicants receive less than the total funding they requested, some considerably less. However, this raises a concern about whether the programs are scalable and can still serve the population in need if they receive, for example, only 60% of the requested funding.³ It is unclear what the negative impact of partial funding may be and the City rarely, if ever, hears from awardees that are given a fraction of their original request.

Regular funding of long-standing programs crowds out funding of new applicants or solutions. Some observers perceive that regular funding of programs that have been funded by AFHS for many years competes with new applicants or solutions that may be more deserving of the grants.⁴ The result is that this practice may decrease the overall competitiveness of the awards due to the apparent preference (of grant review panels) for established programs over new applicants. This is compounded by the fact that these long-standing programs have a strong following and provide “essential” services to the City, according to some observers.⁵ To that end, it has been suggested that non-profits receiving grants for the same program year after year may be better served through a Purchasing Department managed procurement process and included in the annual budget if the program is deemed a valued City service. This way repeated awardees would be less likely to crowd out new deserving grant applications (as long as AFHS funds are not decremented in the process).

The grant awards do not appear to be aligned with City priorities (or the strategic plan). The City of Alexandria has a Strategic Plan that presents the City’s priorities. The plan is used by Council and other City elements to prioritize investments and initiatives. Some observe that there is no such linkage between the AFHS awards and the Strategic Plan but that there should be. Given that the City is increasingly tracking its expenditures based upon outcome goals developed by the City Manager, a stronger linkage between grant awards and the Strategic Plan would support the City’s goals.

Shorter (one year) cycles limit the ability of awardees to do long-term program planning. Although AFHS cycles are typically two years, the most recent cycle was one year due to City budget matters. According to several AFHS stakeholders, these shorter cycles hamper their ability to do long-term planning because, if awarded a grant, they don’t know whether they will have additional

³ This point has been raised by Alexandria City Council, most recently, at the May 28, 2013 City Council legislative meeting where Council members engaged in a lengthy discussion regarding the FY2014 grant awards. Comments are available on the webcast of the meeting at http://alexandria.granicus.com/MediaPlayer.php?view_id=2&clip_id=2493.

⁴ Ibid. This has been raised over the years and conveyed by Council in recent remarks.

⁵ For example, see Justin Wilson and Paul Smedberg, “Alexandria Fund for Human Services,” memorandum to the City of Alexandria Mayor and City Council, June 11, 2013.

resources in 12 months thus forcing their planning to be near-term. For example, one stakeholder noted that, “The new process of shifting from two-year awards to one-year awards is significant in terms of time spent on the grant application process. Incorporating a one-year option to extend the grant pending the grantee has met its stated outcomes would help improve service delivery.”

Given the aforementioned strengths and perceived challenges of the AFHS, the Review Committee conducted an investigation into several key questions to determine how to build upon the strengths to address any potential shortcomings. This was performed through extensive engagement with City staff and the stakeholder community. The results of this process are presented in the next chapter.

3. Addressing Review Questions

The Review Committee sought to build upon the strengths of the AFHS and address perceived challenges by organizing its review around a series of questions. Each of the questions had a series of subordinate questions that the Committee sought answers to over the course of its review. Those questions included:

- *What is the value of the Alexandria Fund for Human Services and how do funded programs relate to City priorities?*
- *What are the best options for structuring the AFHS moving forward to make it more effective?*
- *Does the application process promote competition and accountability?*
- *What are the strengths and weaknesses of the current evaluation process?*

These questions were addressed by the Committee through an examination of the AFHS, the non-profit community it sponsors, and other grant programs with similar goals (from neighboring jurisdictions and model programs such as Seattle's). This was accomplished through a series of discussions and interactions over the course of ten meetings. The interactions were with City staff responsible for administering AFHS, awardee stakeholders, non-profit professionals, and administrators of other grant programs. Based upon these many interactions, the Committee answered the review questions and generated several recommendations aimed at building upon AFHS strengths and addressing perceived challenges. Answers to each of the questions are provided below along with recommendations for strengthening the AFHS.

A. What is the Value of the Alexandria Fund for Human Services and How Do Funded Programs Relate to the City Priorities?

The Alexandria Fund for Human Services represents a small portion of an organization's overall funding base but is a key leverage opportunity. Indeed, one awardee reported that the grant represents only ten percent of the program's cash expenses and five percent of total costs, including in-kind support. However, in the words of the awardee, "this funding from the City is critical to: 1) demonstrate the City's valuing the program; 2) match funding for our state/federal grants; and 3) annual sustainability, funding the organization can somewhat 'count on' – at least on alternate years during a 2-year cycle – when planning."

By participating in the City's grant programs, nonprofit organizations are able to better illustrate to donors that their programs are sound, rigorously reviewed and held accountable. One awardee noted that, "We have been successful attracting foundation, corporate, and individual support for programs as a direct result of grants received from the Human Services fund." Awardees also mentioned that these grants could be used for operating costs, which is a purpose precluded by many other grant funders. This capability provides added flexibility and stability to organizations.

As the City identifies long-term objectives tied to its strategic plan, the programs supported by the Fund appear to be well aligned with City priorities. These programs largely fall under Strategic Goal #4, “Alexandria is a community that supports and enhances the well-being, success, and achievement of children, youth, and families.” The Fund also supports a diverse range of awardees.

To improve the value of the Fund, we recommend the following:

- Promote stronger alignment between AFHS awards and the City of Alexandria’s Strategic Plan. This may be accomplished by adding questions about linkage to the Strategic Plan to the grant applications and criteria for review panels to use.

B. What are the Best Options for Structuring the AFHS Moving Forward to Make It More Effective?

One concern frequently raised by the Committee was the complexity of having multiple funds with their own particular structures and requirements. While this reflects the process by which each fund has evolved over time, it contributes to inconsistencies and administrative complexity

There was a nearly universal skepticism of the effectiveness of shifting to a procurement process. One concern raised by stakeholders was budgetary. In the words of one awardee, “The City will have to address the fact that [it] rarely (if ever) pays 100% of the costs of the services currently provided through the AFHS grants. Typically, our City’s nonprofits leverage far more value than the AFHS award through other funding (foundation, corporate, individuals) and through volunteer hours/services, pro bono services, and in-kind contributions. This might complicate the procurement process.”

Some objections to procurement were also made on the grounds of organizational flexibility. In the words of one stakeholder, “Since the grant process is already competitive and awards are made based on the merits of proposals submitted, we wonder what additional benefits are gained by using a procurement process. It has been our experience that procurement processes may be better suited for services that are prescribed by the funding source leaving very little room for grantees to fashion services in ways that respond to the unique needs of clients based on their own experience delivering a given service.”

Additionally, the use of a procurement process to fund specific categories of services could potentially favor some organizations and disfavor others. One stakeholder noted, “When there is one organization providing a particular service, the reality is that the recipient in a procurement process would be preselected.” Stakeholders were concerned that procurement would not be any more impartial than the current process. For example, in the words of one awardee, “This process might make the grants more susceptible to politics and staff favorites. It would work, if the procurements were based on an actual nonbiased survey of where the real needs are.” Some organizations expressed concern that their programs would not neatly fit into the categories of services to be procured, resulting in the loss of public support.

The use of a procurement process was also viewed as potentially penalizing smaller organizations. One stakeholder noted that procurement would, “reduce the opportunity for new, emerging or expanding organizations to make the case that they provide/propose a needed/valuable service.” Another noted that the lack of organizational infrastructure and limited staffing would make it more difficult to compete under a procurement process.

At the same time, there are areas where procurement could work to provide more consistent funding to certain valued services. One stakeholder argued that it would be sensible for services that the City would “inevitably” support. In these cases, “a procurement process would benefit the nonprofits selected for annual grant awards by allowing for more planning and efficiency by reducing the burden of the application process and the uncertainty of annual or biannual grant awards.” Procurement would potentially work well in some limited situations, but would not work well in others.

To make the grant programs more effective, we recommend the following:

- Consolidate the three AFHS funds into a single fund with established priorities to focus on children, youth, and community needs.
- Establish a narrow procurement process that extends contracts to selected awardees meeting specified criteria.
- Provide City Council with lessons learned from each grant cycle and recommendations for the next cycle alongside the report on grant awards.

C. Does the Application Process Promote Competition and Accountability?

Stakeholders generally perceived the application process as being fair and clear. Participants reported that grant processes are “equitable.” In the words of one awardee, “No one is given an unfair advantage or provided an “inside track” to receiving funding. Other grant processes seem to encourage some groups while discouraging other groups to participate.” Stakeholders also reported that grant information is well presented during the process, “The informational meeting and the detailed instruction packets help applicants clearly meet the requirements of the request for proposals each year.”

Stakeholders also praised the shift to an electronic submission process as an easier and more environmentally sustainable approach to applications. At the same time, technological improvements could be made to further streamline the application. Many stakeholders stated that shifting to a system with individual logins and personal identification numbers, or PINs, would be a vast improvement by enabling applicants to gradually compile and complete sections of the application without losing their data. Similarly, the ability to submit a budget in Microsoft Excel format would be a time-saver for applicants.

Multiple stakeholders identified major concerns with one-year awards. While awardees recognize the City’s fiscal situation, they reported that an annual process represents a significant burden. In the

words of one awardee, “In the current economy and with the rising costs of running a non-profit in today’s world, a 2-year grant cycle would allow more time and foresight for efficient, creative, and long-term planning.” Similarly, another awardee suggested permitting one-year grant extensions rather than annual reapplications to reduce the administrative burden: “We ask that you consider grant terms that allow for a one year option to extend, pending available funds that don’t require agencies to submit full proposals, provided they demonstrate progress toward stated outcomes.”

Recognizing the limited resources and staff time for both nonprofit organizations and the City, there was a significant amount of interest in collaborative applications. Encouraging collaborative applications would prevent duplication of applications from multiple agencies offering similar services. It would result in a less time-consuming application process for each individual agency, as well as reduce the amount of time needed for City staff and reviewers to process applications. One stakeholder suggested the following approach, “If the City values collaboration among nonprofits and between the nonprofits and the City’s human services programs, it should consider awarding evaluation points for membership in ACHSO, community leadership positions held by the organization’s staff, etc.”

Innovation was also mentioned as a possible concern. Some stakeholders mentioned during this process that the same organizations continue to receive awards annually, suggesting that new organizations or programs would have a high bar to overcome in order to receive funding. Indeed, one awardee mentioned that the year an application was submitted for a dynamic and new type of program, this application was rejected. The debate between funding “tried and true” programs that are already proven and new initiatives that organizations propose was not resolved by the Review Committee other than to recognize a balance between the two was needed.

To make the process more competitive and accountable, we recommend the following:

- Create a mechanism for promoting innovative solutions to existing challenges through solicitation of joint applications and new solutions.
- Establish a multi-year (2- to 5-year) cycle for grant awards.

D. What are the Strengths and Weaknesses of the Current Application and Evaluation Process?

Several awardees mentioned the value of site visits during the evaluation process and expressed concern that site visits had not been made to many (or most) grant-funded programs. In the words of one awardee, “It concerns me that none of the city’s grant officer/administrator/reviewer come to see or hear about our programs. Even the largest and most prestigious foundations send grant administrators to visit our programs so that when the grant request is reviewed, they can speak about the programs with firsthand knowledge.” Staff acknowledged the potential value of site visits but also noted the significant commitment of staff time that would be involved. Citizen site visits would be one potential alternative given proper training to ensure these visits would be substantive rather than

superficial and that third parties unfamiliar with human services programs would not unfairly judge organizations.

While the application process is considered to be fair, as noted above, the process for scoring and determining award amounts does not appear to be sufficiently transparent. One stakeholder reported the following, “As understood, organizations are evaluated and assigned a score based on their proposal. It is unknown, however, what criteria is used in scoring and indeed, what score is given to an organization. Any requests for feedback regarding specific grant proposals have also gone unanswered. The lack of clarity and response do propose challenges to creating and submitting dynamic and appropriate future proposals.” There appear to be tradeoffs between reviewer anonymity and impartiality and the goal of greater disclosure about why awardees received particular grant amounts, or did not receive an award at all.

It was also acknowledged that the review process suffers from a very short time frame for staff and reviewers alike to process applications, complete reviews, and make awards. This results in a less thorough review than might be possible. Additionally, the lack of consistent reviewers from year to year means that institutional knowledge of how citizens should conduct reviews is limited. The lack of detailed review protocols also means that citizen reviewers are not entirely sure how to go about the process even in the presence of professional guidance by City staff. Given the large number of applications in recent years, as well as the number of small grant amounts, staff members also expressed concern about processing time. Managing each grant demands a significant time commitment no matter how large or small the grant may be.

To improve the application and evaluation process, we recommend the following:

- Strengthen the process for reviewing applications to promote and reward innovative solutions by: standardizing review panel formation and composition; developing additional guidelines for reviewers; providing a minimum of two weeks for the review process; making reviewer ratings public where practical; and disclosing to reviewers any applicant organizations already participating in city contracts.
- Improve oversight, monitoring and measuring of grant performance to ensure grants are achieving the desired objectives by: strengthening mechanisms that measure or capture the impact of grant awards; allocating new resources for dedicated DCHS staff to manage AFHS grants (and/or contracts); conducting annual site visits to awardees (above a threshold); and enlisting and training volunteers from boards and commissions to augment City staff.
- Establish a funding “floor” or level below which applications will not be considered.
- Introduce additional technological changes to the application process, including the development of a login/PIN system, the ability to save and review submissions, submit an Excel budget and participate in online evaluations.

This chapter offered answers to each of the review questions, based upon information collected by the Committee over the course of its deliberations. The following chapter presents an overview of the findings of the Committee and more details on the recommendations introduced above.

4. Findings and Recommendations

Based upon the preceding analysis and the deliberations of the Committee, it concluded that the AFHS:

- Is a well-administered program that compares favorably to similar processes employed by other jurisdictions;
- Has helped nurture and grow Alexandria's non-profit community;
- Is used by the non-profit community to leverage resources from other donors;
- Is well-regarded by the awardees;
- Could benefit from transitioning a narrow portion of its awards to a procurement process; and
- Could be better aligned with the City's Strategic Plan.

Although most of these findings were favorable, the Committee found that there is an opportunity to build upon past success and further strengthen the AFHS. This could be accomplished by implementing most or all of the recommendations below. These recommendations correspond with those in the preceding chapter but offer more detail on rationale and implementation. Additional details on the pros and cons of each recommendation are provided in Appendix C.

To improve the AFHS and its implementation, the Committee recommends that the fund should:

1. *Promote stronger alignment between AFHS awards and the City of Alexandria's Strategic Plan.*

Historically non-profit awardees have maintained a strong relationship with the Alexandria City government. However, the grant application and criteria for AFHS awards does not include specific alignment with strategic goals for the City. Stronger alignment can be achieved by requiring applicants to tie their applications to the relevant goals in the Strategic Plan and specifically to the long-term outcomes associated with each of the goals. It may also be accomplished by adding questions about linkage to the Strategic Plan to the criteria for used by review panels. Taking such steps would result in stronger alignment between use of City funds and strategic goals and supports the investment priorities of the City.

2. *Consolidate the three AFHS funds into a single fund with established priorities to focus on children, youth and community needs.*

The AFHS is divided into three funds, with specific guidelines and communities they serve. However, the need for the distinction may be unnecessary and the funds may be combined instead of administered separately. Doing so would increase the pool of resources available to align City priorities, instead of fencing some off for specific communities. It

would provide greater flexibility to shift priorities instead of being limited by the artificial separation of funds. Consolidating the three funds would also streamline the review and administration of the AFHS, even though the initial consolidation will have to be managed carefully.

3. *Establish a narrow procurement process that extends contracts to selected awardees meeting specified criteria.*

The AFHS award pool, around two million dollar per year, is currently composed of mostly small awards (under \$25K) to community organizations. However, there are a small number of large awards (above \$200K) that have been granted to well-established organizations with a history of long-standing service to City residents. The awards falling in this category would benefit from a mechanism that provides a longer-term award, while providing greater accountability to the taxpayers. Going to a procurement process could improve program continuity and reduce disruptions of important services, depending on the length of the contracts.

4. *Provide City Council with lessons learned from each grant cycle and recommendations for the next cycle alongside the report on grant awards.*

Providing City Council with lessons learned from the review cycle will enable the AFHS to institute a continuous improvement process and guidelines for future reviewers. It provides a recurring opportunity to engage with City Council to get their feedback on the Fund and report changes to address the lessons. It also draws upon the expertise and perspectives of the reviewers who may have recommendations for further strengthening the process.

5. *Create a mechanism for promoting innovative solutions to existing challenges through solicitation of joint applications and new solutions.*

While the process is open to all community organizations, there is a perception that the current process favors traditional awardees thus crowding out potential new, innovative applications. This recommendation demonstrates the City's willingness to consider creative and innovative programs and services that can successfully meet the priorities and needs of the City. Specific recommendations for accomplishing this include:

- 5a. *Create a mechanism for promoting innovative solutions to existing challenges through solicitation of joint applications.*

A leading way for accomplishing this is by adding criteria to the application and review process that weight joint applications more heavily. Such a measure would promote and encourage collaboration across Alexandria's non-profit community. It also increases efficiency for nonprofits and City staff alike by encouraging applicants to share the administrative burden rather than submitting separate applications.

- 5b. *Create a mechanism for promoting innovative solutions to existing challenges through solicitation of new solutions.*

This can be achieved by carving out a specific part of the budget or adding criteria that weight new solutions more heavily. This recommendation demonstrates the City's willingness to consider innovative programs and services that can successfully meet the priorities and needs of the City.

6. Establish a multi-year (2 to 5-year) cycle for grant awards.

An annual cycle requires considerable staff time and presents programmatic uncertainty to organizations attempting to plan for multi-year programs. A multi-year grant cycle should be employed instead. In addition, the AFHS should consider a staggered or tiered program to accept some number of new applicants every year and also encourage programs of different sizes. Such a multi-year approach would provide greater continuity of services by providing guaranteed funding. In addition, the renewal process would be less burdensome for City staff and applicants alike. Finally, the approach permits more time to conduct qualitative performance assessments including site visits.

7. Strengthen the review process in order to promote and reward innovative solutions, the process for reviewing applications should be strengthened.

Although the current review panel process is commendable and more formal than many others, there are several steps that could be taken to strengthen it and permit more careful review of the grants to promote innovative solutions. Specific recommendations for accomplishing this include:

7a. Standardize AFHS review panel formation and composition.

Currently, the selection of the AFHS review panels differs slightly across funds and standardizing them could improve the overall process. Specifically, all review panels should include 5-6 panelists and the appointment process should be standardized, along with the criteria for reviewing and allocating resources. Doing so would help ensure consistency across funds. It also guarantees that there are sufficient numbers of panelists to divide the applications amongst them in funds with a high number of applicants.

7b. Strengthen and develop additional guidelines for grant reviewers for ranking grants and allocating resources.

There is a perception that some non-profits receive a higher score and, as a result, receive grant awards based upon long-standing partnerships with the City. However, there are published guidelines for the reviewers and criteria for scoring grant proposals. Steps can be taken to ensure consistent scoring by reviewers across funds and across years. Such steps would promote transparency by making guidelines for evaluation available for the public to see. It would also strengthen the analytic approach to evaluation and the reporting of final results.

7c. Provide more time (a minimum of two weeks) for grant review panel to review the grants under consideration and require panel rankings prior to meeting.

The panels are often given considerably less time than needed to review a significant number of grants resulting in a limited review of submissions. For example, for FY 2013, the Community Partnership Fund involved a review of 35+ grants in approximately a week. Providing more time would permit a more thorough and thoughtful review of proposals. It would also strengthen the confidence in results and permit more time to tie evaluations to the City's goals and objectives. Importantly, it would likely increase the retention of quality reviewers from year-to-year.

- 7d. *Ratings/scoring of applications should, to some extent, be made public to encourage transparency and collaboration.*

Grant applicants and awardees should be aware of the criteria and evaluation of their AFHS application, including how reviewers scored their individual application. Making the final scores available would improve transparency of and increases public confidence in the process. It also increases the quality of grant submissions given that applicants will receive feedback on their submissions.

- 7e. *Organizations already receiving city contracts for services should be identified as such during the review process to prevent supplementing existing contracts.*

During the review process, City staff acknowledged there are AFHS grant recipients who also receive city contracts to provide the same service. City staff is trying to understand the universe of awardees in this category and committed to working on this issue during the FY 2015 budget process to hopefully limit use of AFHS funding to supplement existing contracts when it could instead support programs that do not receive other City funding. However, future grant review panels should be made aware of grants used to supplement existing contracts so this may be factored into their scoring of the applications.

8. *Improve oversight, monitoring, and measuring of grant performance to ensure grants are achieving the desired objectives.*

Several practices are already in place to provide oversight, monitoring, and measurement of grant performance. However, a number of additional steps for doing so have been identified. Specific recommendations for accomplishing this include the following:

- 8a. *AFHS should strengthen mechanisms that measure or capture the impact of grant awards as well as conduct rigorous oversight of awards to ensure that stated objectives and goals are being met.*

As the City continues efforts to align its budget to the City Strategic Plan and to place an increasing emphasis performance management, AFHS should be prepared to encourage grant applicants to provide quantifiable measures of their impact in the community. The City should also conducting more oversight and monitoring of award recipients to ensure they are set to achieve their stated objectives and goals. Although many programs already have evaluation plans in place, improving such measures and oversight will promote accountability

across the non-profit community receiving AFHS funding. Furthermore, it promotes awareness of the positive impact that AFHS funds and awards are making to the Alexandria community.

8b. *Allocate new resources for dedicated DCHS staff to manage AFHS grants (and/or contracts).*

Each year, AFHS awards upwards of \$2 million but does not have a dedicated staffer within DCHS to oversee all awards. Neighboring counties have dedicated staff to manage similar human service awards and contracts—the City of Alexandria should have the same. However, the resources for staffing the position should be new, and not drawn from already thin existing DCHS resources. Adding a dedicated position to oversee AFHS would bring greater oversight and accountability for grant/contract management in addition to strengthening the overall AFHS operation.

8c. *Conduct annual site visits to awardees (above a threshold); enlist and train volunteers from boards and commissions to augment City staff.*

Site visits ensure allocated funds are being used for the purpose intended, show performance metrics are being met or addressed, and reinforce the City’s oversight role of the allocated funds. Additionally, they enable the City to provide a risk assessment or progress report based on personal/agent interaction. The non-profit community benefits because many awardees welcome site visits by City staff to better understand their operation. Properly trained citizen volunteers could also perform these site visits.

9. *Establish a funding “floor” or level below which applications will not be considered.*

Currently, there are many awards (primarily in the Community Partnership Fund) that are relatively small. They draw resources away from larger awards and take considerable time to both prepare and review/administer. Establishing a funding floor of \$10K, \$15K, or \$20K would address this. It would also free up resources to fully fund larger applications that typically yield larger, more measurable results. Furthermore, it promotes collaboration by requiring smaller applications to partner with larger efforts to qualify.

10. *Introduce additional technological changes to the online application process to improve its effectiveness (login/PIN, ability to save and review, Excel budget, online evaluation process, etc.).*

Feedback from the AFHS stakeholders during the Review Process indicated a strong interest in continuing the online application process, including a user-friendlier login. Additional suggested enhancements included the ability to save and review, perform budgeting using Excel, and performing periodic evaluation reporting electronically. By providing such tools to the non-profit community, more of their time can be spent on executing awards instead preparing applications and completing forms. This can also increase the quality of the applications by improving the functionality of the online process.

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5. Conclusion

The AFHS has served the City of Alexandria well by sponsoring a variety of programs aimed at providing important services to citizens in need. It has also helped to grow the non-profit community in the City and permitted them to leverage City funds to attract other, often times larger, and donors.

The AFHS Review Committee was directed by the City Manager to address a number of questions raised by observers of the AFHS. It did so by structuring a review and engaging the community of experts and participants capable of assessing the AFHS and offering perspectives on its performance. The report documents the findings of the Committee and offers recommendations for strengthening the fund. However, accomplishing the goals of the Committee does not end with the issuance of this report. Rather, several logical next steps need to be pursued by the City Manager and City Staff alike. These steps include:

1. Selecting the recommendations in this report to be implemented. Although the Committee believes that all of the recommendations presented should be adopted to enhance the Fund, the City may choose to implement them selectively given practical constraints.
2. Extending the current grant cycle another year. Due to the City budget cycle and other matters, this past year's cycle went from a two-year cycle to a one-year cycle. Given that the recommendations presented will take some time to properly implement and certainly can't be introduced in time to impact the FY 2015 cycle, the Committee recommends that the grant agreements for well-performing programs be extended one year through FY 2015 and that the changes be introduced in the next cycle that begins in FY 2016.
3. Developing an implementation plan for executing the Committee's recommendation. Although the recommendations presented include some details on implementation, each would have to be more fully developed by City staff responsible for implementing them. There are important details involved with some of the recommendations that need to be further developed before implementation.
4. Aligning current and future AFHS programs with the City's Strategic Plan. Aligning future programs with the Strategic Plan is one of the recommendations offered by the Committee. However, the same sort of alignment could be done using the existing programs. It would be aided by using the existing long-term outcome goals, tied to the Strategic Plan, to determine how well the current program supports City priorities. The data for performing such alignment is readily available and could help develop guidelines for aligning the programs in future cycles.

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Appendix A. Committee Membership

The Review Committee was comprised of:

Jason Dechant, Chair

Member and former Chair, Alexandria Social Services Advisory Board. Review panelist for Alexandria Community Partnership Fund, FY 2014.

Joseph Valenti, Vice-Chair

Vice Chair, Alexandria Economic Opportunities Commission. Review panelist for Alexandria Community Partnership Fund, FY 2014.

Kendra Gillespie

Member of the Alexandria Commission on Employment. Former member of the Alexandria Social Services Advisory Board. Review panelist for Alexandria Community Partnership Fund, FY 2014.

Sonia Price

Member of the Children, Youth, and Families Collaborative Commission. Review panelist for the Children and Youth Fund—Children’s Priorities, FY2014.

Clarence Tong

Member of the Budget and Fiscal Affairs Advisory Committee. Former member of the Alexandria Social Services Advisory Board.

The Committee benefited from active involvement of the following Alexandria Department of Community and Human Services Staff:

Debbie Anderson

Contracts and Grants Coordinator, Department of Community and Human Services, City of Alexandria

Suzanne Chis

Executive Deputy Director and Director of Social Services, Department of Community and Human Services, City of Alexandria

Carol Farrell

Chief, Early Childhood Division, Department of Community and Human Services, City of Alexandria

Ronald Frazier

Director, Office of Youth Services, Department of Community and Human Services, City of Alexandria

Deborah Warren

Director, Center for Children and Families, Department of Community and Human Services, City of Alexandria and Executive Director, Children, Youth & Families Collaborative Commission

Questions regarding this report and its contents may be directed to Jason Dechant, jasondechant@gmail.com, 703-861-4493.

Appendix B. Discussions/Guests

Ronald Frazier, Director of the Office of Youth Services, Department of Community and Human Services, City of Alexandria, “Alexandria Fund for Human Services Overview,” August, 12, 2013.

Debbie Anderson, Contracts and Grants Coordinator, Department of Community and Human Services, City of Alexandria, “Department of Community and Human Services Grant Reporting,” August 22, 2013.

Stephen Taylor, Acting Purchasing Agent, Finance Department, City of Alexandria, “Granting Versus Contracting,” September 5, 2013.

Allen Lomax, formerly with Alexandria Regional Council for the United Way of the National Capital Area, “Discussion with the Alexandria Council of Human Services Organizations Collaborators’ Group,” September 19, 2013.

Cheryl Ann Colton, Alexandria Commission for the Arts Grant Program, “Discussion with the Collaborators’ Group,” September 19, 2013.

Alice Morris, Contracts Supervisor for Fairfax County Consolidated Community Funding Pool, “Background on the Consolidated Community Funding Pool,” September 19, 2013 (by conference call).

“Stakeholder Conversations,” AFHS Perspectives Event, September 26, 2013. Presenters included:

- Fay Slotnick, Board Chairman, Parent Leadership Training Institute
- Charlene Haskell, Development Officer, The Art League
- Mary Lee Anderson, Executive Director, Senior Services of Alexandria
- Gail Arnall, Executive Director, Offender Aid and Restoration
- Cynthia Dinkens, President/CEO, Northern Virginia Urban League
- Sonia Quinonez, Executive Director, SCAN of Northern Virginia
- J. Glenn Hopkins, President/CEO, Hopkins House
- Malinda Langford, VP of Programs, Northern Virginia Family Services
- Margaret Patterson, CEO/Executive Director, Children and Family Network Centers
- Mari Lou Livingood, Executive Director, Alexandria Seaport Foundation
- Bonnie Baxley, Executive Director, Community Lodgings
- Susan Wilson, Coordinator of Grants, T.C. Williams High School

- Jay Beckhorn, Immediate Past Chairman, The Campagna Center
- Ken Naser, Executive Director, ALIVE!
- Carol Sun, Director of Development, The Arc of Northern Virginia
- Mary Ann Talbott, President, National Rehabilitation and Rediscovery Foundation

In addition to the above presentations, written comments were also provided by:

- Bonnie Baxley, Executive Director, Community Lodgings
- Margaret Patterson, CEO/Executive Director, Children and Family Network Centers
- Sonia Quinonez, Executive Director, SCAN of Northern Virginia
- Tammy Mann, President and CEO, The Campagna Center
- Neely Oplinger, Executive Director, Metropolitan Washington Ear
- Tressie Knowlton, Grants Coordinator, Alexandria Seaport Foundation
- Janelle Holt, Legal Services of Northern Virginia
- Ken Naser, Executive Director, ALIVE!
- Donna Walker James, Deputy Director, Senior Services of Alexandria
- Fay Slotnick, Board Chairman, Parent Leadership Training Institute

Elizabeth Davis, Performance Analyst, Office of Performance and Accountability, City of Alexandria, “Alignment of AFHS with City’s Strategic Plan,” October 3, 2013.

Matthew Behrens, Analyst, Budget Office, City of Alexandria, “Budget Questions and AFHS,” October 3, 2013. He also attended the October 10 and October 17, 2013 review committee meetings.

Appendix C. Evaluation of Recommendations

Over the course of the Review Committee meetings, several recommendations were generated and explored in detail. Those recommendations are conveyed in the body of this report. This appendix restates them along with the major pros/cons associated with each as discussed by the Committee and City staff. The drawbacks of each recommendation should be considered before adopting them and especially during implementation where steps should be taken to mitigate potential drawbacks of the recommendations. Some details on the implementation of the recommendation are provided in areas where the Committee felt important, but in most cases the Committee believed the details were better left to staff and/or a more detailed implementation plan.

Organized by each of the review questions addressed, the recommendations, background/rationale, and pros and cons associated with each, are:

What is the value of the Alexandria Fund for Human Services, and how do the funded programs relate to City priorities?

Recommendation 1: Promote stronger alignment between AFHS awards and the City of Alexandria’s Strategic Plan. This may be accomplished by adding questions about linkage to the Strategic Plan to the grant applications and criteria for review panels to use.	
Background/Rationale: Historically non-profit awardees have maintained a strong relationship with the Alexandria City Government. However, the grant application and criteria for AFHS awards does not include specific alignment with strategic goals for the City. Stronger alignment can be achieved by requiring applicants to tie their applications to the relevant goals in the Strategic Plan and specifically to the long-term outcomes associated with each of the goals.	
Pros	Cons
<ul style="list-style-type: none">• Stronger alignment between use of City funds and strategic goals• Supports investment priorities	<ul style="list-style-type: none">• Potential difficulty in making direct linkages between the value added to City by work provided by awardees and the City Strategic Plan• May be difficult to implement in current cycle

What are the best options for structuring the AFHS moving forward to make it more effective?

Recommendation 2: Consolidate the three AFHS funds into a single fund with established priorities to focus on children, youth, and community needs.

Background/Rationale: The AFHS is divided into three funds with specific guidelines and communities they serve. However, the need for the distinction may be unnecessary, and the funds may be combined instead of administered separately.

Pros	Cons
<ul style="list-style-type: none"> Provides greater flexibility to shift priorities rather than be limited by artificial separation of funds Streamlines review and administration of AFHS through consolidation 	<ul style="list-style-type: none"> Could result in the diminishment of funds for one area in order to increase spending in another.

Recommendation 3: Establish a narrow procurement process that extends contracts to selected awardees meeting specified criteria.

Background/Rationale: The AFHS award pool, around two million dollar per year, is currently composed of mostly small awards (under \$25K) to community organizations. However, there are a small number of large awards (above \$200K) that have been granted to be well-established organizations with a history of long-standing service to City residents. Such awards falling in this category would benefit from a mechanism that provides a longer-term award, while providing greater accountability to the taxpayers.

Pros	Cons
<ul style="list-style-type: none"> Could improve continuity and reduce program disruptions of important services provided to City residents depending on length of contract May promote competition for funding through AFHS City services 	<ul style="list-style-type: none"> Would require staff work to change award from grant to contract May change relationship of long-standing Alexandria non-profit organizations with the City Program may get lost when it rolls into budget and makes it more vulnerable to cuts; lose advocacy

Recommendation 4: Provide City Council with lessons learned from each grant cycle and recommendations for the next cycle alongside the report on grant awards.	
Background/Rationale: Providing AFHS and City Council with lessons learned from the review cycle will enable AFHS to institute a continuous improvement process and guidelines for future reviewers.	
Pros	Cons
<ul style="list-style-type: none"> • Allows for continuous improvement and feedback platform for future reviews • Reinforces community trust of having a fair, transparent and inclusive reputation • Provides input to future recommendations and key considerations for future reviewers 	<ul style="list-style-type: none"> • May promote micromanagement of AFHS process • May lead to continuous changes that diminish previous progress with multiple reviewers over each cycle

Does the application process promote competition and accountability?

Recommendation 5: Create a mechanism for promoting innovative solutions to existing challenges through solicitation of joint applications and new solutions.
Background/Rationale: There is a perception that the current process favors traditional awardees thus crowding out potential new, innovative applications. This recommendation demonstrates the City's willingness to consider creative and innovative programs and services that can successfully meet the priorities and needs of the City.

Recommendation 5a: Create a mechanism for promoting innovative solutions to existing challenges through solicitation of joint applications. This can be achieved by adding criteria that weight joint applications more heavily.	
Background/Rationale: There is a perception that the current process favors traditional awardees thus crowding out collaborative efforts. This recommendation demonstrates the City's willingness to consider innovative programs and services that can successfully meet the priorities and needs of the City.	
Pros	Cons
<ul style="list-style-type: none"> • Demonstrates the City's commitment to considering any and all applicants who can demonstrate and document measurable outcomes in meeting the needs of Alexandrians • Promotes and encourages collaboration • Nonprofits will be motivated to collaborate and work with first time grant applicants where services or programs complement each 	<ul style="list-style-type: none"> • Favors joint applicants over traditional single applicants; could crowd out long-standing programs

other to address a need <ul style="list-style-type: none"> Increases efficiency by encouraging applicants to collaborate 	
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Recommendation 5b: Create a mechanism for promoting innovative solutions to existing challenges through solicitation of new solutions. This can be achieved by carving out a specific part of the budget or adding criteria that weight new solutions more heavily.

Background/Rationale: There is a perception that the current process favors traditional awardees thus crowding out new solutions. This recommendation demonstrates the City's willingness to consider innovative programs and services that can successfully meet the priorities and needs of the City.

Pros	Cons
<ul style="list-style-type: none"> Demonstrates the City's commitment to considering any and all applicants who can demonstrate and document measurable outcomes in meeting the needs of Alexandrians Nonprofits will be motivated to collaborate and work with first time grant applicants where services or programs complement each other to address a need 	<ul style="list-style-type: none"> Rewards applicants that haven't demonstrated success Could take resources from existing, proven programs Stifles competition by favoring one over the other

Recommendation 6: Establish a multi-year (2- to 5-year) cycle for grant awards.

Background/Rationale: An annual cycle requires considerable staff time and presents programmatic uncertainty to organizations attempting to plan for multi-year programs. May consider a staggered or tiered program to accept some number of new applicants every year and also encourage programs of different sizes.

Pros	Cons
<ul style="list-style-type: none"> Supports continuity of services by providing guaranteed funding. Renewal requirement is less burdensome for staff and applicants Allows for additional qualitative assessments, to include onsite visits 	<ul style="list-style-type: none"> Without proper oversight could extend underperforming programs May create entry barrier for emerging, or new programs

What are the strengths and weaknesses of the current application and evaluation process?

Recommendation 7: Strengthen the review process to promote and reward innovative solutions. Specific recommendations for doing so follow.

Background/Rationale: Although the current review panel process is commendable and more formal than many others, there are several steps that could be taken to strengthen it and permit more careful review of the grants to promote innovative solutions. Specific recommendations for accomplishing this include the following...

Recommendation 7a: Standardize AFHS review panel formation and composition.

Background/Rationale: Currently, the selection of AFHS review panels differs slightly across funds and standardizing them could strengthen the overall process. Specifically, all review panels should include 5-6 panelists; the appointment process should be standardized, along with the criteria for reviewing and allocating resources.

Pros	Cons
<ul style="list-style-type: none"> Ensures consistency across funds Provides sufficient number of reviewers to split number of applications across them (for funds with many applicants) Improves defensibility of results when all funds use same allocation criteria 	<ul style="list-style-type: none"> Increases the number of individuals to be recruited for the role Limits the flexibility of each panel to establish their own criteria

Recommendation 7b: Strengthen and develop additional guidelines for grant reviewers for ranking grants and allocating resources.

Background/Rationale: There is a perception that some non-profits receive a higher score and, as a result, receive grant awards based upon long-standing partnerships with the City. However, there are published guidelines for the reviewers and criteria for scoring grant proposals. Steps can be taken to ensure consistent scoring by reviewers across funds and across years.

Pros	Cons
<ul style="list-style-type: none"> Promotes transparency Maintains public trust Demonstrates that the non-profits are ranked based on scores Aids consistency across funds and across years Allows for improved analytics and reporting 	<ul style="list-style-type: none"> Staff capacity to handle questions and concerns regarding the review and scoring process Could be too prescriptive and limit panel flexibility

Recommendation 7c: Provide more time (a minimum of two weeks) for grant review panel to review the grants under consideration and require panel rankings prior to meeting.	
Background/Rationale: The panels are often given considerably less time than needed to review a significant number of grants resulting in a limited review of submissions. For example, the Community Partnership fund involved a review of 35+ grants in about a week.	
Pros	Cons
<ul style="list-style-type: none"> • Permits more thorough and thoughtful review of grant proposals • Increases confidence in results and strengthens ties to goals/objectives • Will increase retention of quality reviewers 	<ul style="list-style-type: none"> • Cuts into the time the applicants have to prepare submission and city staff has to turn around the materials to the panel • Require issuing request for grant proposal by Nov/Dec; may be difficult for current cycle • May impact staggered deadlines

Recommendation 7d: Ratings/scoring of applications should, to some extent, be made public to encourage transparency and collaboration.	
Background/Rationale: Grant applicants and awardees should be aware of the criteria and evaluation of their AFHS application, including how reviewers scored their individual application.	
Pros	Cons
<ul style="list-style-type: none"> • Good government practice improving transparency • Increases confidence in the process • Improves quality of submissions given applicants will receive feedback 	<ul style="list-style-type: none"> • If individual reviewers are identified through this process, resulting in loss of confidentiality, reviewers may not be as open about their evaluation of proposal • Scores themselves are of limited utility to applicants without rationale or explanation • Publishing the scores may invite claims that the scoring is flawed based on a reviewer's misinterpretation, or claims that the score of a 9 should be a score of 10.

Recommendation 7e: Organizations already receiving city contracts for services should be identified as such during the review process to prevent supplementing existing contracts.	
Background/Rationale: During the review process, City staff acknowledged there are AFHS grant recipients who also receive city contracts to provide the same service. City staff is trying to understand the universe of awardees in this category and committed to working on this issue during the FY15 budget process to hopefully limit use of AFHS to supplement existing contracts.	
Pros	Cons
<ul style="list-style-type: none"> Improves transparency and visibility of City funds awarded to contractors and grant recipients 	<ul style="list-style-type: none"> May put important services at risk by cutting the AFHS-funded portion of the service

Recommendation 8: Improve oversight, monitoring, and measuring of grant performance to ensure grants are achieving the desired outcomes. Specific recommendations for doing so follow.	
Background/Rationale: Several practices are already in place to provide oversight, monitoring, and measurement of grant performance. However, a number of additional steps for doing so have been identified. Specific recommendations for accomplishing this include the following...	

Recommendation 8a: AFHS should strengthen mechanisms that measure or capture the impact of grant awards as well as conduct rigorous oversight of awards to ensure that stated objectives and goals are being met.	
Background/Rationale: As the City continues efforts to align its budget to the City Strategic Plan and to place an increasing emphasis performance management, AFHS should be prepared to encourage grant applicants to provide quantifiable measures of their impact in the community. The City should also conduct more oversight and monitoring of award recipients to ensure they are set to achieve their stated objectives and goals.	
Pros	Cons
<ul style="list-style-type: none"> Promotes transparency and accountability Promotes awareness of the positive impact that AFHS funds and awards are making to the Alexandria community 	<ul style="list-style-type: none"> Some programs objectives and goals may be difficult to quantify Requires additional resources—additional staff or existing staff time

Recommendation 8b: Allocate new resources for dedicated DCHS staff to manage AFHS grants (and/or contracts).	
Background/Rationale: AFHS awards each year upwards of \$2 million, but yet does not have a dedicated staffer within DCHS to oversee all awards. Neighboring counties have dedicated staff to manage similar human service awards and contracts.	
Pros	Cons
<ul style="list-style-type: none"> • Brings greater oversight and accountability for grant/contract management • Strengthens overall AFHS process 	<ul style="list-style-type: none"> • Trades off with other funding

Recommendation 8c: Conduct annual site visits to awardees (above a threshold); enlist and train volunteers from boards and commissions to augment City staff.	
Background/Rationale: Site visits ensure allocated funds are being used for the purpose intended, show performance metrics are being met or addressed, and reinforce the City’s oversight role of the allocated funds. Additionally, enable the City to provide a risk assessment or progress report based on personal/agent interaction.	
Pros	Cons
<ul style="list-style-type: none"> • Ensure that City’s funds are being used for the program or service intended. • Ensure that organization is filing and maintaining proper documentation. • If using volunteers, save City resources and increase citizen participation • Important input to evaluation • Satisfies applicants’ desire for visibility by DCHS 	<ul style="list-style-type: none"> • Staff capacity to perform standard or random site visits • Program staff may prefer expert evaluators or staff, not volunteers who may not be trained • Additional resources would be required to hire evaluators, staff, or train volunteers

Recommendation 9: Establish a funding “floor” or level below which applications will not be considered.	
Background/Rationale: Currently, there are many awards (primarily in the Community Partnership Fund) that are relatively small. They draw resources away from larger awards and take considerable time to both prepare and review/administer. Establishing a funding floor of \$10K, \$15K, or \$20K would address this.	
Pros	Cons
<ul style="list-style-type: none"> • Frees up resources to fully fund larger applications that typically yield larger, more measurable results • Reduces staff time involved with reviewing and administering smaller awards • Increases review and oversight of larger awards • Allows non-profits to focus on larger grants by saving staff time spent on small awards • Promotes collaboration by requiring smaller applications to partner with larger efforts to qualify 	<ul style="list-style-type: none"> • Prevents entry of new start-ups that may have limited demands • Could lead to organizations artificially inflating their applications to exceed funding floor.

Recommendation 10: Introduce additional technological changes to the online application process to improve its effectiveness (login/PIN, ability to save and review, Excel budget, online evaluation process, etc.).	
Background/Rationale: Feedback from AFHS stakeholders during the Review Process indicated a strong interest in continuing the online application process, including a more user-friendly login.	
Pros	Cons
<ul style="list-style-type: none"> • Further streamlines AFHS grant applications and ease of use • Improves quality of submissions because it permits applicants to spend more time and return to application 	<ul style="list-style-type: none"> • May be expensive depending on whether an off-the-shelf product or amount of work City IT determined would be involved

List of Recommendations:

1. Promote stronger alignment between AFHS awards and the City of Alexandria's Strategic Plan.
2. Consolidate the three AFHS funds into a single fund with established priorities to focus on children, youth, and community needs.
3. Establish a narrow procurement process that extends contracts to selected awardees meeting specified criteria.
4. Provide City Council with lessons learned from each grant cycle and recommendations for the next cycle alongside the report on grant awards.
5. Create a mechanism for promoting innovative solutions to existing challenges through solicitation of joint applications and new solutions.
 - 5a. Create a mechanism for promoting innovative solutions to existing challenges through solicitation of joint applications.
 - 5b. Create a mechanism for promoting innovative solutions to existing challenges through solicitation of new solutions.
6. Establish a multi-year (2- to 5-year) cycle for grant awards.
7. Strengthen the review process to promote and reward innovative solutions.
 - 7a. Standardize AFHS review panel formation and composition.
 - 7b. Strengthen and develop additional guidelines for grant reviewers for ranking grants and allocating resources.
 - 7c. Provide more time (a minimum of two weeks) for grant review panel to review the grants under consideration and require panel rankings prior to meeting.
 - 7d. Ratings/scoring of applications should, to some extent, be made public to encourage transparency and collaboration.
 - 7e. Organizations already receiving city contracts for services should be identified as such during the review process to prevent supplementing existing contract.
8. Improve oversight, monitoring, and measuring of grant performance to ensure grants are achieving the desired objectives.
 - 8a. AFHS should strengthen mechanisms that measure or capture the impact of grant awards as well as conduct rigorous oversight of awards to ensure that stated objectives and goals are being met.
 - 8b. Allocate new resources for dedicated DCHS staff to manage AFHS grants (and/or contracts).
 - 8c. Conduct site visits to awardees (above a threshold) a standard part of annual review; enlist and train volunteers from boards and commissions.
9. Establish a funding "floor" or level below which applications will not be considered.
10. Introduce additional technological changes to the online application process to improve its effectiveness (login/PIN, ability to save and review, Excel budget, online evaluation process, etc.).

Appendix D. References

Alexandria City Council Legislative Meeting, May 28, 2013. Available at http://alexandria.granicus.com/MediaPlayer.php?view_id=2&clip_id=2493, last accessed October 2013.

“Grants and Funding,” City of Seattle, Washington, <http://www.seattle.gov/grants/>, last accessed October 2012.

Justin Wilson and Paul Smedberg, “Alexandria Fund for Human Services,” memorandum to the City of Alexandria Mayor and City Council, June 11, 2013.

Rashad M. Young, “Update to the Status of the Alexandria Fund for Human Services,” memorandum to the City of Alexandria Mayor and City Council, July 22, 2013.

City of Alexandria, Virginia

Alexandria Fund For Human Services Staff Response to Review Committee Report Recommendations

Presented to City Council
January 28, 2014



Purpose



- The Alexandria Fund for Human Services (AFHS) Review Committee report, with recommendations for strengthening the AFHS & better aligning it with City's strategic plan, was submitted to City Council on December 10, 2013.
- The City Manager tasked staff with developing a response to implementing the report recommendations.

Staff Response



Recommendation #1: Promote stronger alignment between AFHS awards & the City of Alexandria's Strategic Plan.

Staff Response: *Staff concurs with the need to align AFHS priorities with established City priorities outlined in the City Council Strategic Plan, City Manager's Performance Plan & other City Council approved planning documents such as:*

- *Aging Master Plan,*
- *Housing Master Plan &*
- *Children and Youth Master Plan*

Staff Response



Recommendation #2: Consolidate three AFHS funds into a single fund with established priorities to focus on children, youth & community needs.

Staff Response: *Staff concurs with the consolidation of funds.*

- *Grants will be awarded to groups best able to demonstrate that their program goals align with one or more of the long term outcomes in documents cited in responses to Recommendation #1.*
- *Current priorities will be eliminated & new priorities developed as stated in Recommendation #1.*

Staff Response



Recommendation #3: Establish a narrow procurement process that extends contracts to selected awardees meeting specific criteria.

Staff Response: *Staff does not support this recommendation & could not determine a benefit for transitioning from grants to contracts.*

- *Both contracts & grants may be awarded in multi-years.*
- *AFHS provides supplemental funding used to leverage additional dollars to support the cost of providing services.*
- *Staff has past experience with moving from granting to contracting for a service; it resulted in the doubling of cost (hypothermia shelter).*
- *City costs under the contracting method may increase as increases are based on the consumer price index.*
- *Contracting will not improve outcomes & is more staff intensive & may result in reduced service levels due to costs.*

Staff Response to Report Recommendations



Recommendation #4: Provide City Council with lessons learned from each grant cycle & recommendations for the next cycle with the report on grant awards.

Staff Response: *Staff concurs with the recommendation.*

- *Staff recommends that any information gleaned from the review process be included in the docket memorandum to City Council conveying grant decisions.*

Staff Response to Report Recommendations



Recommendation #5: Create a mechanism for promoting innovative solutions to existing challenges through solicitation of joint applications and new solutions.

Staff Response:

- *Extra points will be awarded to proposals which:*
 - *offer innovative solutions to existing challenges, backed by research or have been successful elsewhere.*
 - *are joint applications, combining similar services.*
 - *have a dollar-for-dollar match.*
- *Staff does not recommend a carve-out or set-aside of funds.*

Staff Response to Report Recommendations



Committee Recommendation #6: Establish a multi-year (2- to 5-year) cycle for grant awards.

Staff Response:

- *Staff concurs with the recommendation to provide multi-year grants and recommends moving to a three-year cycle. Funding in the subsequent years would be based on successful completion of program outcomes in the previous year and continued City Council funding.*
- *Multi-year funding would enhance service delivery by ensuring program continuity over a longer period of time.*

Staff Response to Report Recommendations



Recommendation #7: Strengthen the review process to promote & reward innovative solutions.

- a. Standardize AFHS review panel formation & composition.
- b. Strengthen & develop additional guidelines for grant reviewers for ranking grants & allocating resources.
- c. Provide more time (a minimum of 2 weeks) for the grant review panel to review grants under consideration & require panel rankings prior to meeting.
- d. Ratings/scoring of applications should, to some extent, be made public to encourage transparency & collaboration.
- e. Organizations already receiving city contracts for services should be identified as such during review process to prevent supplementing existing contracts.

Staff Response to Report Recommendations



Staff Response: *Staff concurs with these recommendations & will work to implement them, beginning with announcement of the FY 2016 grant cycle.*

- *Staff proposes issuing a request for grant proposals in the fall of the fiscal year prior to the beginning of subsequent grant year.*

Staff Response to Report Recommendations



Recommendation # 8: Improve oversight, monitoring & measuring of grant performances to ensure grants are achieving desired objectives.

- a. AFHS should strengthen mechanisms that measure or capture impact of grant awards as well as conduct rigorous oversight of awards to ensure that stated objectives & goals are being met.
- b. Allocate new resources for dedicated staff to manage grants (and/or contracts).
- c. Conduct visits to awardees (above a threshold) as a standard part of annual review; enlist & train volunteers from boards & commissions

Staff Response to Report Recommendations



Staff Response: *Staff largely concurs with this recommendation.*

- *Agencies seeking grant funding will be required to articulate how their proposals align with City's grant priorities.*
- *Training on outcome measurement will be provided to award recipients to enhance program reporting.*
- *Online grant reporting will be implemented.*
- *Funded programs will be invited to make presentations to appropriate human & social service related boards & commissions.*
- *Fiscal & programmatic monitoring & site visits will be conducted by staff over the multi-year grant period.*
- *Existing staff can implement proposed enhancements & does not recommend reducing the fund for a dedicated position.*

Staff Response to Report Recommendations



Recommendation #9: Establish a funding “floor” or level below which applications will not be considered.

Staff Response: *Staff agrees with this recommendation & recommends minimum of \$25,000.*

Staff Response to Report Recommendations



Recommendation #10: Introduce additional technological changes to the online application process to improve its effectiveness (login/PIN, ability to save and review, Excel budget, online evaluation process, etc.).

Staff Response: *Staff concurs with this recommendation & has begun discussions with City IT & Communications staff to further enhance the online application initiated for the FY 2014 grant cycle.*

- *Staff will also develop an online reporting process, consistent with the application process.*

Implementation Timetable



Staff will begin immediate implementation of these enhancements, with full implementation, beginning with the issuance of the FY 16 request for grant proposals.



Legislation Details (With Text)

File #: 14-2342 **Name:**
Type: Resolution **Status:** Agenda Ready
File created: 1/16/2014 **In control:** City Council Legislative Meeting
On agenda: 1/28/2014 **Final action:**
Title: Consideration of a Resolution in Support of the Virginia Railway Express Slaters Lane Crossover and Signals Project. [ROLL-CALL VOTE]
Sponsors:
Indexes:
Code sections:
Attachments: [14-2342 Attachment 1 VRE Slaters Lane Crossover and Signals Resolution](#)

Date	Ver.	Action By	Action	Result
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City of Alexandria, Virginia

MEMORANDUM

DATE: JANUARY 22, 2014
TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL
FROM: RASHAD M. YOUNG, CITY MANAGER /s/

DOCKET TITLE:

Consideration of a Resolution in Support of the Virginia Railway Express Slaters Lane Crossover and Signals Project. [ROLL-CALL VOTE]

ISSUE: City Council consideration of a resolution in support for the Virginia Railway Express Slaters Lane crossover and signals project

RECOMMENDATION: That City Council adopt a resolution (Attachment 1) in support of the Slaters Lane crossover and signals project.

DISCUSSION: Virginia Railway Express's (VRE) Slaters Lane crossover and signals project will include the design and construction of a rail crossover and related signals in the vicinity of Slaters Lane, north of Alexandria's Amtrak/VRE station. The project will provide passenger rail and freight track connections between the easternmost, middle, and westernmost tracks between Alexandria and Crystal City. The project will also allow for passenger rail service to utilize all three tracks, which pass through Alexandria's

Amtrak/VRE station. Existing conditions only allow for passenger rail trains to utilize the middle and westernmost tracks, which constricts how passenger and freight trains can operate through the station area.

As part of VRE's pedestrian tunnel project, which provides a direct connection to the King Street-Old Town Metrorail station from Alexandria's Union Station, major improvements will be made to eastern platform, including:

- Americans with Disabilities Act access improvements;
- A new stairway to the new pedestrian tunnel;
- Installation of an elevator which will connect to the new pedestrian tunnel; and
- Platform extensions, alternations, and reconfigurations.

Along with the improvements to the eastern platform, the Slaters Lane rail crossover and signals project will enable both VRE and Amtrak trains to utilize both sides of the eastern platform by making all three tracks at Alexandria's Union Station available for passenger boarding and alighting. The project will also enhance operational flexibility and performance on the railroad by allowing the movement of passenger and freight trains from one track to another to preclude conflicts between trains and minimize the potential for delays. Without the crossover, VRE trains will be unable to use the easternmost track at Union Station and to fully take advantage of the planned improvements to the eastern platform.

DISCUSSION: In December 2013, NVTA issued a call for projects for the first three years of a Six-Year Plan to be submitted by January 31, 2014. The VRE Operations Board has recommended that the Northern Virginia Transportation Commission and the Potomac and Rappahannock Transportation Commission approve the submission of the Slaters Lane Crossover and Signals project as one of several projects which increase transit capacity to the Northern Virginia Transportation Authority (NVTA) for consideration for NVTA 70% funding. VRE has also requested a resolution of support from the City to submit with the project.

The project construction period is estimated to be no more than 4-6 weeks in duration. VRE has committed that the work will adhere to any city or other requirements for time of day or other construction-related requirements. In addition, access to the construction site will be via existing railroad ROW access point at Slaters Lane. The signal equipment and rail crossover is preassembled off-site and brought in for installation in order to minimize the on-site construction period. The primary impact will be noise from the construction itself (e.g., typical sawing or hammering construction noises, as well as equipment noise), but it is not expected to be any louder than the noise from existing train operations and/or routine railroad maintenance activities.

FISCAL IMPACT:

VRE is seeking NVTA 70% funding for this project. HB2313 states that each locality's total long-term benefit shall be approximately equal to the proportion of the total of the fees and taxes that are generated by the locality. City staff is supportive of VRE seeking NVTA 70% funds if NVTA and its member jurisdictions agree that the project is one of regional significance and any "benefits" should be ascribed to VRE directly or shared equally across VRE's member jurisdictions.

ATTACHMENTS:

Attachment 1: - Resolution in Support of VRE's Slaters Lane Crossover and Signals Project Tunnel Project.

STAFF:

Mark Jinks, Deputy City Manager

Rich Baier, P.E., LEED AP, Director, Transportation & Environmental Services

Marti Reinfeld, Division Chief, Transportation & Environmental Services

Antonio Baxter, Division Chief, Strategic Management Services, T&ES

Pierre Holloman, Transit Planner, Transportation & Environmental Services

ATTACHMENT 1

RESOLUTION NO. _____

WHEREAS, Virginia Railway Express (VRE) seeks the design and construction of a rail crossover and related signals in the vicinity of Slaters Lane, north of Alexandria's Amtrak/VRE station,

WHEREAS, currently three tracks pass through Alexandria's Amtrak/VRE station, but passenger trains can only use the two tracks that are between the station's western and eastern platforms due to the lack of a crossover north of Alexandria's Amtrak/VRE station,

WHEREAS, as part of the planned construction of a pedestrian tunnel that connects the mezzanine of the King Street-Old Town Metrorail Station to Alexandria's Amtrak/VRE station, upgrades will be made to the eastern platform at Alexandria's Amtrak/VRE station which include replacement of the existing platform stair with a new stair to the pedestrian tunnel, a new elevator to the pedestrian tunnel, and a platform extension, alteration, and reconfiguration to allow for passenger rail service from both sides of the platform,

WHEREAS, the design and construction of a rail crossover will enable passenger rail trains to utilize both sides of the eastern platform, make all three tracks available for passenger boarding and alighting, and enhance operational flexibility and performance on the railroad by allowing the movement of passenger and freight trains from one track to another to preclude conflicts between trains and minimize the potential for delays,

WHEREAS, the Virginia Railway Express Operations Board recommended the Northern Virginia Transportation Commission and the Potomac and Rappahannock Transportation Commission approve the submission of the Slaters Lane Crossover and Signals project as one of several projects which increase transit capacity to the Northern Virginia Transportation Authority (NVTa) for consideration for funding in FY2014-2016,

WHEREAS, House Bill 2313 levied additional taxes and a fee to be received by NVTa and distributed to fund regional transportation projects that provide the greatest congestion reduction relative to the cost of the project or mass transit capital projects that increase capacity; and,

WHEREAS, House Bill 2313 also required that each locality's total long-term benefit shall be approximately equal to the proportion of the total of the fees and taxes that are generated by the locality,

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Alexandria, hereby expresses its support for the Slaters Lane Crossover and Signals Project subject to regional agreement that the benefits associated with the project will be credited toward VRE only or shared equally across all VRE member jurisdictions.

Adopted: _____

WILLIAM D. EUILLE MAYOR

ATTEST:

Jacqueline M. Henderson, MMC
City Clerk and Clerk of Council



Legislation Details (With Text)

File #: 14-2339 **Name:**

Type: Resolution **Status:** Agenda Ready

File created: 1/15/2014 **In control:** City Council Legislative Meeting

On agenda: 1/28/2014 **Final action:**

Title: Consideration of a Resolution to Opt Into the Hazard Duty Positions Alternate Option in the Virginia Retirement System. [ROLL-CALL VOTE]

Sponsors:

Indexes:

Code sections:

Attachments: [14-2339 Attachment 1 - Resolution](#)
[14-2339-Attachment 2 - Plan Comparisons](#)
[14-2339 Attachment 3 - actuarial letter](#)

Date	Ver.	Action By	Action	Result
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City of Alexandria, Virginia

MEMORANDUM

DATE: JANUARY 22, 2014

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: RASHAD M. YOUNG, CITY MANAGER /s/

DOCKET TITLE:

Consideration of a Resolution to Opt Into the Hazard Duty Positions Alternate Option in the Virginia Retirement System. [ROLL-CALL VOTE]

ISSUE: Consideration of a Resolution to provide enhance the eligibility of certain Deputy Sheriffs, Medics and Fire Marshals participating in the Virginia Retirement System

RECOMMENDATION: That City Council adopt the attached resolution (Attachment 1) which eliminates the option of membership in the VRS Hybrid Plan for any future Deputy Sheriffs, Medics and Fire Marshals and provides Plan 2 benefits while using Plan 1 retirement eligibility to existing, impacted employees.

BACKGROUND: There are currently three plans in the Virginia Retirement System, depending on when an employee established membership and when and if the employee has reached 60 months of creditable service.

Plan 1 employees became members prior to July 1, 2010, and have accrued 60 months of services before January 1, 2013 (also known as “vested”). Plan 2 employees become members between July 1, 2010, and December 31, 2013, but have not vested. Attachment 2 provides two tables that describe differences in the three Plans. Members of VRS who are in Plan 1 or Plan 2 currently have a one-time, irrevocable option to switch to the Hybrid Plan. Both Plan 1 and Plan 2 are defined benefit plans. The Hybrid Plan is a combined plan with both defined benefit and defined contribution elements.

DISCUSSION: The Hybrid Plan was intended to affect General Schedule (non-uniformed or sworn members) and not individuals in the Police, Fire or Sheriff’s Departments. Throughout the State these are covered with a benefit called Enhanced Hazardous Duty Coverage (formerly known as LEOS). The City of Alexandria employees in “hazardous duty positions” are not covered by the State’s enhanced benefit program but are covered by the City’s own Supplemental Retirement Plan, which is considered comparable. However, this technical definition of “non-LEOS” member results in this unintended consequence related to the VRS Hybrid Plan.

City Council approval of the attached Resolution will provide all members of the Virginia Retirement System, currently employed by the City of Alexandria as Deputy Sheriffs, Medics or Fire Marshals with the same eligibility as Plan 1 employees, regardless of their hire date (between July 1, 2010 and December 31, 2013). Future employees of these Departments in these positions will be considered Plan 2 employees with Plan 1 eligibility. No Deputy Sheriffs, Emergency Medics or Fire Marshals will be permitted to opt into the Hybrid Plan or be assigned membership in the Hybrid Plan for VRS.

FISCAL IMPACT: The impact of providing all current employees with Plan 1 eligibility and placing all new hires in Plan 2 with Plan 1 eligibility is approximately \$20,000 for a full year and \$10,000 for the remainder of FY 2014. Attachment 3 is a letter from VRS calculating the impact. Although the actuarial valuation reflects an impacted population of 42 employees, recent recruit classes have increased the impacted population.

ATTACHMENTS:

Attachment 1: Resolution

Attachment 2: Tables providing comparisons of the VRS Plans

Attachment 3: September 24, 2013, letter from Jose Fernandez, ASA of Cavanaugh McDonald

STAFF:

Laura Triggs, Chief Financial Officer

Steven Bland, Retirement Administrator

Christina Zechman-Brown, Assistant City Attorney

RESOLUTION NO. _____

DECLARATION REGARDING CERTAIN PUBLIC SAFETY EMPLOYEES

WHEREAS, Va. Code §51.1-155(A)(3) allows political subdivisions to elect for certain enumerated public safety employees to be treated as “Plan 1” members of the Virginia Retirement System for purposed of its defined benefit plan; and

WHEREAS, this election is made by a legally adopted, irrevocable resolution wherein the political subdivision declares to the Virginia Retirement System that any person who is employed as a firefighter, emergency medical technician, or law-enforcement officer as those terms are defined in Virginia Code §15.2-1512.2 shall be treated the same as a “Plan 1” member who has at least 60 months of creditable service as of January 1, 2013; and

WHEREAS, it is the intent of City of Alexandria to make this election for its affected public safety employees; Effective January 15, 2014.

NOW, THEREFORE, IT IS HEREBY RESOLVED that City of Alexandria declares to the Virginia Retirement System that, for purposes of subdivision A(3) of Va. Code §51.1-155 and subdivision B(1), subdivision B(3), and subsection D of Va. Code §51.1-153, any person who is employed by City of Alexandria as a firefighter, emergency medical technician, or law-enforcement officer as those terms are defined in Virginia Code §15.2-1512.2 (i) shall not be considered a person who becomes a member of the Virginia Retirement System on or after July 1, 2010 and (ii) shall be considered to have at least 60 months of creditable service as of January 1, 2013; and it is further

RESOLVED that, pursuant to subdivision A(3) of Virginia Code §51.1-155, City of Alexandria acknowledges that this resolution is irrevocable.

Adopted: <DATE HERE>

WILLIAM D. EUILLE, MAYOR

ATTEST:

Jacqueline M. Henderson, MMC City Clerk

Plan Comparisons

The key attributes of the Hybrid Plan and VRS Plan 2 are:

<u>Attribute</u>	VRS Plan 2	HYBRID
Defined benefit multiplier	1.65%	1.0%
Defined contribution component	No	Yes
Required employee contributions	5% (hired after 7/1/2010)	5%
Optional employee contributions	None	Up to 4% of salary
Employer match to optional employee contributions	No	Yes

Note: There are significant differences between a defined benefit and a defined contribution plan. Those differences are not debated here. The retirement age is the focus.

A high level comparison of VRS Plan 1 and VRS Plan 2 follows:

	<u>VRS Plan 1</u>	<u>VRS Plan 2</u>
Retirement Eligibility	Age 50 & 30 Years of service Age 65 with 5 years of service	Rule of 90, or Social Security Age and 5 years of service
Benefit multiplier	1.7%	1.65%
Average Final Salary	36 months	60 months
Cost of Living	CPI up to 3% then ½ of CPI up to a maximum of 5%	CPI up to 2% then ½ of CPI up to a maximum of 3%
Early Retirement (reduced)	Age 50 with 10 years of service or Age 55 with 5 years of service	Age 60 with 5 years of



Cavanaugh Macdonald

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September 24, 2013

Mr. Steven Bland, CFA, CAIA, MS
Retirement Administrator
City of Alexandria
Department of Finance
301 King Street, Room 1400
Alexandria, VA 22314

City of Alexandria (55200) - Cost Study of Hazardous Duty Alternate Option HB 1532

Dear Mr. Bland:

As requested, we have estimated the impact of providing benefits to Deputy Sheriffs, Medics, and Fire Marshalls under HB 1532 and SB 854 for eligible members of the City of Alexandria participating in the Virginia Retirement System. In the attached exhibit, we present a summary comparing the current benefits. Currently, members vested as of January 1, 2013 are in Plan 1 and members not vested as of January 1, 2013 and joining the plan on or after that date are in Plan 2.

In accordance with the hazardous duty alternate option (HB 1532) we have estimated the cost of providing Plan 2 non-hazardous duty benefits while using Plan 1 non-hazardous duty retirement eligibility for the members in hazardous duty positions eligible for these benefits. Our study is based on the data and actuarial assumptions and methods used in the June 30, 2012 actuarial valuation for the City of Alexandria. VRS provided us with data identifying 60 employees eligible for the proposed benefits. In matching this data to our valuation data, there were 42 records that were active, in Plan 1 and non-vested as of January 1, 2013 or in Plan 2 as of the June 30, 2012 actuarial valuation and included in this study. In the table below we present a summary of the data used for this cost study:

	Data Summary 6/30/2012 Valuation	Affected by HB 1532
Active Members		
Plan 1 <i>Vested Members as of 1/1/2013</i>	1,369	0
Plan 1 <i>Non-Vested Members as of 1/1/2013</i>	177	12
Plan 2 General Members	220	30
Total Active Members	1,766	42

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Mr. Steven Bland, CFA, CAIA, MS
 September 24, 2013
 Page 2

In the table below we present the estimated cost to provide Plan 2 benefits while using Plan 1 retirement eligibility to Deputy Sheriffs, Medics, and Fire Marshalls under HB 1532 and SB 854.

	(1)	(2)
	6/30/2012 Valuation Results	Estimated 6/30/2012 Valuation Results with Deputy Sheriffs, Medics and Fire Marshalls (Plan 1 Non-Hazardous Retirement Eligibility and Plan 2 Non-Hazardous Benefits)
Number of Actives	1,766	1,766
Total Town payroll	\$117,489,335	\$117,489,335
Actuarial Accrued Liability	\$485,591,335	\$485,613,082
Actuarial Value of Assets	\$352,758,637	\$352,758,637
Unfunded Actuarial Accrued Liability	\$132,832,698	\$132,854,445
Gross Normal Cost	\$11,344,676	\$11,354,314
Gross Normal Cost Rate	9.66%	9.66%
Unfunded Accrued Liability Rate	6.32%	6.32%
Gross Estimated Cost Rate	15.98%	15.98%
<u>Gross</u> First Year Cost Increase Based on Total Town payroll		\$10,854

Please note the contribution amounts and rates presented above are in total (employer plus employee). The net employer total cost rate would be the gross total cost rate shown above minus the member contribution rate.

The contribution rates presented in the table above are a percentage of the total payroll for active members in the plan as of June 30, 2012. The cost increase as a percentage of the payroll of \$1,991,495 for the 42 employees affected by the proposed benefits is 0.55%.

The estimated costs shown above are based on the City of Alexandria plan census data and estimated financial position as of July 1, 2012. Please note that the costs will



Mr. Steven Bland, CFA, CAIA, MS
September 24, 2013
Page 3

fluctuate in the future as the plan's data and financial conditions change. If the calculation is redone in the future with different data, plan assets and/or measurement date, the results will change. It is important to keep in mind that future plan experience (e.g., pay increases, turnover and retirement patterns, and the addition of new members) will not match the actuarial assumptions exactly. The deviations of actual from expected plan experience will produce actuarial experience gains and losses which will impact the total employer contribution rate and the cost estimate presented above.

The undersigned is a member of the American Academy of Actuaries and meets the Qualification Standards of the American Academy of Actuaries to render the actuarial opinion contained herein.

Please let us know if you have any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Jose I. Fernandez', with a stylized, flowing script.

Jose I. Fernandez ASA, FCA, MAAA, EA
Principal and Consulting Actuary

Copies to: Cynthia Comer (VRS)
Susan M. Keith (VRS)
Rory Badura (VRS)



EXHIBIT I

VIRGINIA RETIREMENT SYSTEM **SUMMARY OF BENEFIT PROVISIONS**

	Non-Hazardous Duty Employees (Non-LEOS)	
	Plan 1 (Vested as of 1/1/2013)	Plan 2 (NonVested as of 1/1/2013 and new members on and after that date)
Normal retirement eligibility	Age 65 with at least 5 years of service	Normal Social Security Retirement Age with at least 5 years of service
Early retirement eligibility	Age 50 with at least 10 years of service, or age 55 with at least 5 years of service	Age 60 with at least 5 years of service
Early retirement reduction	Benefit reduced for each year retirement age is before age 65 or for each year service at retirement is less than 30, whichever provides greater benefit	Benefit reduced for each year retirement age is before Normal Social Security Retirement Age
Unreduced Early Retirement	Age 50 with at least 30 years of service	Age plus service equals 90 points
Final Average Compensation	Average of the employee's 36 highest consecutive months of creditable compensation	Average of the employee's 60 highest consecutive months of creditable compensation
Benefit Multiplier	1.70%	1.65% (1.70% for service before 1/1/2013)
Cost-of-Living-Adjustment (COLA)	COLA increase on July 1 of the second calendar year after retirement. Automatic COLA increase is calculated as the first 3% of the CPI plus half of each percent from 3% to 7%, maximum COLA of 5%	COLA increase on July 1 of the second calendar year after retirement. Automatic COLA increase is calculated as the first 2% of the CPI plus half of each percent from 2% to 4%, maximum COLA of 3%
Annual supplement from date of retirement to Social Security normal retirement age	No	No



Legislation Details (With Text)

File #: 14-2344 **Name:**
Type: **Status:** Agenda Ready
File created: 1/17/2014 **In control:** City Council Legislative Meeting
On agenda: 1/28/2014 **Final action:**
Title: Consideration of City Council Schedule.
Sponsors:
Indexes:
Code sections:
Attachments: [14-2344 Council Calendar January 2014 to June2014.pdf](#)
[14-2289 Fiscal2015BudgetCalendar CityCouncil.pdf](#)

Date	Ver.	Action By	Action	Result
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City of Alexandria, Virginia

MEMORANDUM

DATE: JANUARY 22, 2014
TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL
FROM: RASHAD M. YOUNG, CITY MANAGER /s/

DOCKET TITLE:

Consideration of City Council Schedule.

ISSUE: City Council Schedule

RECOMMENDATION: That City Council:

1. Receive the revised Council Calendar (Attachment 1) which includes:
 - The Virginia Municipal League Day is scheduled for Thursday, February 6 in Richmond, Virginia at the Richmond Marriott, located at 500 E. Broad St.;
 - The AHC, Inc. Groundbreaking for the East Reed Development, which is scheduled for Saturday, February 22 at 8:30 a.m., at 120 East Reed Avenue; and
2. Approve the calendar.

DISCUSSION: The AHC, Inc. Groundbreaking is for the East Reed Development (“Jackson’s Crossing”), a 78-unit affordable rental project facilitated through a public-private partnership with the City of Alexandria.

Please Note: The Joint Worksession with Arlington County Board which was scheduled for Wednesday, January 29 has been postponed. We will notify you once it has been rescheduled. Also, the Fiscal Year 2015 Budget Calendar (Attachment 2) is attached for your review.

ATTACHMENTS:

Attachment 1: Council Calendar January 2014 - June 2014

Attachment 2: Fiscal 2015 Budget Calendar

STAFF:

Jerome Fletcher, Special Assistant to the City Manager

City Council Schedule

as of 1/23/14

Attachment 1

January

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
			1 HOLIDAY New Year's Day	2	3	4
5	6	7	8	9	10	11
12	13	14 5:30 P.M. – Work Session on Interdepartmental Work Program (Planning & Zoning), Council Workroom 7 P.M. – City Council First Legislative, Meeting, Council Chambers	15	16	17	18
19	20 HOLIDAY Martin Luther King Day	21	22	23	24	25 9:30 A.M. – City Council Public Hearing, Council Chambers
26	27	28 5:30 P.M. – Work Session on AlexRenew Enterprise (ASA), Council Workroom 7 P.M. – City Council Second Legislative, Meeting, Council Chambers	29 7 P.M. – Joint Worksession w/ Arlington County Board, 2900 Business Center Drive	30	31	

2014

City Council Schedule

as of 1/23/14

Attachment 1

February

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
						1
2	3	4	5	6 VML Day	7	8
9	10	11 7 P.M. – City Council First Legislative, Meeting, Council Chambers	12	13	14	15
16	17 HOLIDAY Presidents' Day	18	19	20	21	22 8:30 A.M. – East Reed Development Groundbreaking, 120 East Reed Ave. 9:30 A.M. – City Council Public Hearing, Council Chambers
23	24	25 7 P.M. – City Council Second Legislative, Meeting, Council Chambers	26	27	28	
						2014

City Council Schedule

as of 1/23/14

Attachment 1

March

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
						1
2	3	4	5	6	7	8
9	10	11 5:30 P.M. – 30th Anniversary Reception for DASH/ATC, Vola Lawson Lobby 7 P.M. – City Council First Legislative, Meeting, Council Chambers	12	13	14	15 9:30 A.M. – City Council Public Hearing, Council Chambers
16	17	18	19	20	21	22
23	24	25 7 P.M. – City Council Second Legislative, Meeting, Council Chambers	26	27	28	29
30	31					

2014

City Council Schedule

as of 1/23/14

Attachment 1

April

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
		1	2	3	4	5
6	7	8 7 P.M. – City Council First Legislative, Meeting, Council Chambers	9	10	11	12 9:30 A.M. – City Council Public Hearing, Council Chambers
13	14	15	16	17	18 Good Friday	19
20 Easter	21	22 7 P.M. – City Council Second Legislative, Meeting, Council Chambers	23	24	25	26 10 A.M. – 2 P.M. – Earth Day, Ben Brenman Park
27	28	29	30			

City Council Schedule

as of 1/23/14

Attachment 1

May

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
				1	2	3
4	5	6	7	8	9	10
11	12	13 7 P.M. – City Council First Legislative, Meeting, Council Chambers	14	15	16	17 9:30 A.M. – City Council Public Hearing, Council Chambers
18	19	20	21	22	23	24
25	26 HOLIDAY Memorial Day	27 7 P.M. – City Council Second Legislative, Meeting, Council Chambers	28	29	30	31
						2014

City Council Schedule

as of 1/23/14

Attachment 1

June

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
1	2	3	4	5	6	7
8	9	10 7 P.M. – City Council First Legislative, Meeting, Council Chambers	11	12	13	14 9:30 A.M. – City Council Public Hearing, Council Chambers
15	16	17	18	19	20	21
22	23	24 5:30 P.M. – ACPD Annual Awards Ceremony, Vola Lawson 7 P.M. – City Council Second Legislative, Meeting, Council Chambers	25	26	27	28
29	30					

2014

Fiscal 2015 Budget Development City Council Milestones

February		
Tuesday, February 25	Legislative Meeting	City Council Legislative Meeting: City Manager Proposes Budget <u>and</u> Introduction and First Reading of Ordinance to Establish Real Estate and Personal Property Tax Rate (Maximum/Effective)
Thursday, February 27	Advertisement	Advertisement goes out for Budget Public Hearing on March 10 (OMB is responsible for placing this ad)
March		
Monday, March 10	Public Hearing	City Council <i>Special</i> Public Hearing: Fiscal 2015 Budget
TBD	Work Sessions	Budget Work Sessions (Dates TBD)
Tuesday, March 11	Legislative Meeting	City Council Legislative Meeting: Passage of First Reading of Ordinance to Establish Real Estate and Personal Property Tax Rate (Maximum or Effective)
Thursday, March 13	Advertisement	Advertisement goes out for <i>April 12</i> public hearing of Ordinance to Establish Real Estate and Personal Property Tax Rate (Maximum/Effective)
April		
Saturday, April 12	Public Hearing	City Council Public Hearing: Second Reading of Ordinance to Establish Real Estate and Personal Property Tax Rate (Maximum/Effective)
Monday, April 21	Legislative Meeting	City Council Work Session: Prelim add/delete
Monday, April 28	Legislative Meeting	City Council Work Session: Final add/delete
May		
Thursday, May 1	Special City Council Meeting	<i>Special</i> City Council Meeting: Budget Adoption; Second Reading and public hearing on Final Passage of Ordinance to Establish Real Estate and Personal Property Tax Rate (Maximum or Effective)
Tuesday, May 13	Legislative Meeting	City Council Legislative Meeting: Introduction and first reading of other tax rate/fee change resolutions (if applicable)
Saturday, May 17	Public Hearing	City Council Public Hearing: Other tax rate/fee change resolutions (if applicable)
Tuesday, May 27	Legislative Meeting	City Council Legislative Meeting: Second reading and adoption of tax rate/fee change resolutions (if applicable)
Tuesday, June 10	Legislative Meeting	City Council Legislative Meeting: Introduction and first reading of Fiscal 2015 Budget Appropriation Ordinance and Fiscal 2014 Supplemental Appropriation
Saturday, June 14	Public Hearing	City Council Public Hearing: Second reading and adoption of Fiscal 2015 Budget Appropriation Ordinance and Fiscal 2014 Supplemental Appropriation



Legislation Details (With Text)

File #: 14-2355 **Name:** closed mtg
Type: **Status:** Agenda Ready
File created: 1/22/2014 **In control:** City Council Legislative Meeting
On agenda: 1/28/2014 **Final action:**
Title: Consideration of Convening a Closed Meeting for the Purpose of Consulting with Legal Counsel Regarding a Pending Legal Matter.
Sponsors:
Indexes:
Code sections:
Attachments: [14-2355_exec session motion.pdf](#)

Date	Ver.	Action By	Action	Result
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Consideration of Convening a Closed Meeting for the Purpose of Consulting with Legal Counsel Regarding a Pending Legal Matter.

[RESOLUTION NO. ____]

WHEREAS, the Alexandria City Council has on the date of this resolution recessed into executive session pursuant to a motion made and adopted in accordance with the Virginia Freedom of Information Act; and

WHEREAS, § 2.2-3712 of the Code of Virginia requires a certification by the city council that such executive session was conducted in accordance with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the city council does hereby certify that, to the best of each member's knowledge, only public business matters that were identified in the motion by which the executive session was convened, and that are lawfully exempted by the Freedom of Information Act from the Act's open meeting requirements, were heard, discussed or considered by council during the executive session.