

# **City of Alexandria**

*301 King St., Room 2400  
Alexandria, VA 22314*



## **Docket - Final**

**Tuesday, January 13, 2015**

**7:00 PM**

**Council Chambers**

**City Council Legislative Meeting**

- 1      **Calling the Roll.**
- 2      **Moment of Silence and Pledge of Allegiance.**
- 3      **Reading and Acting Upon the Minutes of the Following Meetings of City Council:**

[14-3581](#)      The Regular Meeting Minutes of December 9, 2014; and  
The Public Hearing Meeting Minutes of December 13, 2014

**Attachments:**    [14-3581 December 9, 2014 Minutes](#)  
[14-3581 December 13, 2014 Minutes](#)

## **RECOGNITION OF YOUTH BY MEMBERS OF CITY COUNCIL**

None.

## **PROCLAMATIONS**

None.

## **ORAL REPORTS FROM CITY COUNCIL ON BOARDS, COMMISSIONS AND COMMITTEES**

- \* Virginia Municipal League (Mayor Euille)
- \* Northern Virginia Transportation Authority (Mayor Euille)
- \* Governor's Advisory Commission on Volunteerism and Community Service (Councilman Chapman)
- \* Transportation Planning Board (Councilmember Lovain)
- \* Waterfront Commission (Councilman Smedberg)
- \* Northern Virginia Transportation Commission (Councilman Smedberg)
- \* Virginia Railway Express (Councilman Smedberg)
- \* Metropolitan Washington Air Quality Committee (Councilwoman Pepper)
- \* Climate Energy Environmental Policy Committee (Councilwoman Pepper)

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



**CONSENT CALENDAR (4-12)****(Resignations and Uncontested Appointments)**

- 4      [14-3573](#)      Receipt of the Following Resignations From Members of Boards, Commissions and Committees:
- (a) Commission on Persons with Disabilities  
Charles Benagh
- (b) Environmental Policy Commission  
Monica Starnes  
Wendy Adams
- (c) Human Rights Commission  
Kristy Herrick
- Attachments:**    [14-3573 Board Resignations](#)
- 5      [14-3572](#)      Uncontested Appointments to Boards, Commissions and Committees:
- (a) Alexandria Gang Prevention Community Task Force  
1 Member From and Representing the Parents of Youth of the City of Alexandria
- (b) Alexandria Redevelopment and Housing Authority  
1 Citizen Member
- (c) Alexandria Renew Enterprises  
1 Citizen Member
- (d) Alexandria Transportation Commission  
1 Citizen Member Who Resides East of Quaker Lane
- (e) Beautification Commission  
1 Citizen Member
- (f) Budget and Fiscal Affairs Advisory Committee  
1 Member Designated by the Alexandria School Board
- (g) Commission on Employment  
1 Business Representative From Among Recognized Area Businesses Including Minority-Owned and Small Businesses

(h) Children, Youth and Families Collaborative Commission  
1 Member Who Shall Be City Staff, Identified by the City Manager

(i) Commission on Persons with Disabilities  
1 Citizen Member

(j) Emergency Medical Services Council  
1 Emergency Room Physician From Alexandria Hospital

(k) Environmental Policy Commission  
1 Citizen Member  
1 Member From the Field of Environmental Sciences (e.g.,  
Environmental/Sanitary Engineering, Ecology, Geology, Botany,  
Hydrology, Chemistry) or Who Have Alexandria Waterfront Expertise

(l) Historic Alexandria Resources Commission  
1 Representative from the Old Presbyterian Meeting House  
1 Representative of the Alexandria Association  
1 Member Who Serves as a Volunteer at a Historic Property or Attraction  
Which is Open to the Public on a Regularly Scheduled Basis

(m) Law Library Board  
1 Member Appointed by City Council

(n) Potomac Yard Design Advisory Committee  
1 Member Representing the Potomac West Area

(o) Public Health Advisory Commission  
1 Dentist Practicing in the City

(p) Public Records Advisory Commission  
1 Citizen Member

(q) Social Services Advisory Board  
2 Parent Members

(r) USS Alexandria Liaison Committee  
1 Citizen-at-Large Member

Attachments: [14-3572 Uncontested Appointments](#)

## **(Reports and Recommendations of the City Manager)**

**6**      [14-3540](#)      Consideration of a Grant Application to the U.S. Environmental

Protection Agency for \$10,000 to Evaluate the Feasibility of Collecting Food Waste From Multi-family Complexes.

**Attachments:** [14-3540 Attachment 1 Solid Waste Assistance Grant Application](#)

7      [14-3506](#)      Consideration of Appointment of Representatives and Alternates to the City of Alexandria's Supplemental Retirement Board.

8      [14-3507](#)      Consideration of Appointment of a Firefighter Representative and Alternate to the City of Alexandria Firefighters and Police Officers Pension Plan Retirement Board.

9      [14-3561](#)      Consideration of a Grant Application to the Virginia Department of Health (VDH) for Rape Prevention Education.

10     [14-3149](#)      Consideration of the Monthly Financial Report for the Period Ending November 30, 2014.

**Attachments:** [14-3149 Monthly Financial Report for the Period Ending November 30, 2014](#)

#### **(Ordinances for Introduction)**

11     [14-3422](#)      Introduction and First Reading. Consideration. Passage on First Reading of an Ordinance to Revise the Alexandria Commission for the Arts as Outlined in the Public Art Policy and the Public Art Implementation Plan.

**Attachments:** [14-3422 Ord Cover Commission of Arts](#)

[14-3422 Commission for the Arts Ordinance](#)

[14-3422 Proposed ACA Roster](#)

12     [14-3503](#)      Introduction and First Reading. Consideration. Passage on First Reading of an Ordinance to Make Supplemental Appropriations for the Support of the City Government for Fiscal Year 2015.

**Attachments:** [14-3503 Att 1 - Ordinance cover](#)

[14-3503 Att 2 - Jan 2015 ordinance document](#)

[14-3503 Att 3 - grant attachment january 2015](#)

#### **END OF CONSENT CALENDAR**

#### **ROLL-CALL CONSENT CALENDAR (13)**

13     [14-3504](#)      Introduction and First Reading. Consideration. Passage on First and Second Reading of an Ordinance to Adopt Supplement 64 of the Zoning Ordinance. [ROLL-CALL VOTE]

**Attachments:** [14-3504 zosupp64.doc](#)

[14-3504 zosupp64c.doc](#)

#### **END OF ROLL-CALL CONSENT CALENDAR**

**OTHER**

- 14     [14-3521](#)     Consideration of the Receipt of the Fort Ward Park and Museum Area Management Plan.
- Attachments:**     [14-3521 Fort Ward Park and Museum Area Management Plan Summary Report](#)  
                                 [14-3521 Drainage Master Plan Summary](#)  
                                 [14-3521 Archeaology Investigations](#)  
                                 [14-3521 Public Comments on the Final Draft of the Management Plan](#)  
                                 [14-3521 Attachment 4a Letter from Dissenting FWAG Members](#)  
                                 [14-3521 Interdepartmental MOU and Protocol for Ground Disturbing Activities](#)  
                                 [14-3521 Letter from Dissenting FWAG Members and City Response](#)  
                                 [14-3521 Commission Letters of Endorsement](#)  
                                 [14-3521 Fort Ward Park and Museum Area Management Plan Presentation](#)

**CONTESTED APPOINTMENTS**

- 15     [14-3580](#)     Board of Zoning Appeals  
                                 1 Citizen Member  
**Attachments:**     [14-3580 Board of Zoning Appeals](#)
- 16     [14-3587](#)     Children, Youth and Families Collaborative Commission  
                                 1 Member Who Shall Be an ACPS Member, Identified by the Superintendent  
**Attachments:**     [Children Youth and Families Collaborative Commission.docx](#)
- 17     [14-3579](#)     Commission on Aging  
                                 3 Citizen Members Who Are 60+ Years of Age  
**Attachments:**     [14-3579 Commission on Aging.docx](#)
- 18     [14-3578](#)     Commission on Information Technology  
                                 1 Citizen Member  
**Attachments:**     [14-3578 Commission on Information Technology.docx](#)
- 19     [14-3577](#)     Emergency Medical Services Council  
                                 1 Representative of the Hospital Administration at Alexandria Hospital  
                                 1 Representative of the Alexandria Medical Society at Alexandria Hospital  
**Attachments:**     [14-3577 Emergency Medical Services Council.docx](#)
- 20     [14-3576](#)     Planning Commission  
                                 3 Citizen Members  
**Attachments:**     [14-3576 Planning Commission.docx](#)

- 21      [14-3575](#)      Potomac Yard Design Advisory Committee  
1 Qualified Professional Skilled in Architecture  
**Attachments:**    [14-3575\\_Potomac Yard Design Advisory Committee.docx](#)

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

- 22      [14-3535](#)      Consideration of a Grant Application and Adoption of a Resolution for  
FY 2016 Funding for the Continuation of the Alexandria Transportation  
Demand Management Program. [ROLL-CALL VOTE]  
**Attachments:**    [14-3535 Attachment 1 FY 16 TDM Operations Grant Memo](#)  
[14-3535 Attachment 2 FY 16 TDM Operations Grant Resolution](#)  
[14-3535 Attachment 3 FY 16 TDM Ops Grant Presentation](#)
- 23      [14-3545](#)      Consideration of a Resolution to Amend FY 2016 City Council Budget  
Guidance Related to Cash Capital. [ROLL-CALL VOTE]  
**Attachments:**    [14-3545 Resolution to Amend FY 2016 Budget Guidance](#)  
[14-3545 Cash Capital and General Fund Expenditures](#)  
[14-3545 Arlington County Cash Capital Information](#)  
[14-3545 Presentation to City Council Cash Capital](#)
- 24      [14-3448](#)      Introduction and First Reading. Consideration. Passage on First Reading  
of a Proposed Amendment to Title 9 (Licensing and Regulation), Chapter  
12 (Taxicabs and Other Vehicles for Hire) of the Code of the City of  
Alexandria, Virginia, 1981.  
**Attachments:**    [14-3448 Attachment 1 - Taxi Biennial Review etc.pdf](#)  
[14-3448 Attachment 2 Ordinance Cover](#)  
[14-3448 Attachment 3 Ordinance](#)  
[14-3448 Attachment 4 Biennial Review Presentation](#)

## ORAL REPORTS AND ORAL PRESENTATIONS BY MEMBERS OF CITY COUNCIL

### ORAL REPORT FROM THE CITY MANAGER

### OTHER

- 25      [14-3544](#)      Consideration of the City Council Schedule.  
**Attachments:**    [14-3544 Council Calendar January 2015 to June 2015](#)

*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.*

\* \* \* \* \*

*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](http://alexandriava.gov/council).*

*\* \* \* \* \**

*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.*

*\* \* \* \* \**

*Public Notice:*

*The City Council Legislative Subcommittee will meet at 5:00 p.m. in the City Council Work Room on the following dates:*

*Friday, January 16, 2015*

*Friday, January 23, 2015*

*Friday, January 30, 2015*



## Legislation Details (With Text)

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**File #:** 14-3581      **Name:** Approval of Minutes  
**Type:**      **Status:** Agenda Ready  
**File created:** 1/5/2015      **In control:** City Council Legislative Meeting  
**On agenda:** 1/13/2015      **Final action:**  
**Title:** The Regular Meeting Minutes of December 9, 2014; and  
The Public Hearing Meeting Minutes of December 13, 2014  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [14-3581 December 9, 2014 Minutes](#)  
[14-3581 December 13, 2014 Minutes](#)

| Date | Ver. | Action By | Action | Result |
|------|------|-----------|--------|--------|
|------|------|-----------|--------|--------|

The Regular Meeting Minutes of December 9, 2014; and  
The Public Hearing Meeting Minutes of December 13, 2014

**City of Alexandria  
Meeting Minutes  
Tuesday, December 9, 2014  
7:00 P.M.  
Council Chambers**

Present: Mayor William D. Euille, Vice Mayor Allison Silberberg, and 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. Spera, Deputy City Attorney; Police Captain Wemple; Mr. Jinks, Deputy City Manager; Ms. Triggs, Deputy City Manager; Mr. Caton, Legislative Director; Ms. Taylor, Acting Director, Office of Finance; Ms. Birch, Director, Office of Management and Budget; Mr. Beaver, Office of Management and Budget; Mr. Lambert, Acting Director, Transportation and Environmental Services; Ms. Marks, Deputy Director, Transportation and Environmental Services; Ms. Farmer, Transportation and Environmental Services; Fire Chief Dubé; Mr. Moritz, Acting Director, Planning and Zoning; Mr. Farner, Planning and Zoning; Ms. Villabona, Planning and Zoning; Ms. Garvey, Director, Community and Human Services; Mr. Frazier, Community and Human Services; Ms. Durham, Recreation, Parks and Cultural Activities; Ms. McIlvaine, Deputy Director, Office of Housing; Ms. Bryan, Information Technology Services; and Mr. Lloyd.

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

\* \* \* \* \*

**1. Calling the Roll.**

Mayor Euille called the meeting to order 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 November 11, 2014; and  
The Public Hearing Meeting Minutes of November 15, 2014.

**WHEREUPON**, upon motion by Councilman Wilson, seconded by Councilwoman Pepper and carried unanimously, City Council approved the regular meeting minutes of November 11, 2014 and the public hearing meeting minutes of November 15, 2014. The voting



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

## **RECOGNITION OF YOUTH BY MEMBERS OF CITY COUNCIL**

None.

## **PROCLAMATIONS**

### **4. Presentation of a Proclamation Recognizing the 20th Anniversary of First Night Alexandria.**

(A copy of the proclamation is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 4; 12/9/14, and is incorporated as part of this record by reference.)

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

### **5. Presentation of a Proclamation Recognizing the 30th Anniversary of the DOT Paratransit Service.**

(A copy of the proclamation is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 5; 12/9/14, and is incorporated as part of this record by reference.)

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

### **6. Presentation of a Proclamation Recognizing December 8-14, 2014 as Computer Science Education Week.**

(A copy of the proclamation is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 6; 12/9/14, and is incorporated as part of this record by reference.)

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

### **7. Recognition of Balraj Bhasin, Owner, Bombay Curry Company, For a Donation to the**

Fund for Alexandria's Child in the amount of \$3,543.57.

City Council thanked and recognized Mr. Balraj Bhasin, owner, Bombay Curry Company, for his donation to the Fund for Alexandria's Child.

## **OTHER**

### **8. Council of Governments One Region Moving Forward Presentation.**

(A copy of the powerpoint presentation is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 8, 12/9/14, and is incorporated as part of this record by reference.)

Mr. Chuck Bean, executive director, Council of Governments, made a presentation of the COG One Region Moving Forward and responded to questions of City Council.

## **ORAL REPORTS FROM CITY COUNCIL ON BOARDS, COMMISSIONS AND COMMITTEES**

Mayor Euille noted that City Manager Rashad Young has put in official notice to the City Council and that he will be resigning effective January 1, 2015 from the City government, as he has been selected by Mayor-elect Muriel Bowser of Washington, D.C. to become the next City Administrator.

\* \* \* \* \*

### **\* Long-Range Educational Facilities and City/Schools (Councilman Wilson and Mayor Euille)**

Councilman Wilson said he and Mayor Euille represent Council on both the long-range educational facilities and the City/Schools Subcommittee. Councilman Wilson said on the long-range committee, they looked more in depth at the recent enrollment number and looked at where there are differences. He said they will continue to refine the metrics going forward so they can have a methodology that gives a predictable and correct estimate going forward. He said they talked a great deal about the next steps – they are close from releasing the draft plan of the committee. Councilman Wilson said they reviewed a sample section of that plan and what they will end up getting is a plan that goes school by school throughout the City and provides them with a menu of options that they can explore over decades to expand capacity and improve the quality of the facilities. Like many master plans, it will be something that is bold and it is not something they will accomplish in a few years. They are putting together a series of options that they will deploy over the next several years to respond to the changes. It will come to the public in the early part of next year. There will be a Planning Commission hearing on it, it will have a joint work session with the Council and School Board and then both bodies will get it for approval at their own public hearings.

Councilman Wilson said from the City Schools Committee, the Mayor asked that the Schools Subcommittee look at the Maury school yard issues that were raised during the public hearing and they spent a fair amount of time talking through those issues. He said that on Friday, the staff discussed a series of short-term improvements that T&ES will be able to address some of the sidewalk issues and those will hopefully be completed within the next few

weeks. There was talk on a grading plan. He said this will start with a decision by the School Board in the Capital Improvement Program, so the proposed CIP did not include funding for these efforts, so it is something the School Board will have to take up in their budget process. He said they also spoke about the organization of the pre and after early care preschool discussion that it will have with the School Board on December 15. The assumption is that they will start the presentation with the early childhood piece and the policy questions that exist and then will have to schedule some follow-on conversations.

**\* Small Business Saturday (Mayor Euille)**

Mayor Euille said both Black Friday and Small Business Saturday, as well as the lighting of the Christmas Tree in Market Square were very successful. He said that Hooray for Books in Old Town was honored by the U.S. Small Business Administrator and others. It was rewarding that the City got national exposure on that day.

**\* Ferguson - Next Steps (Mayor Euille)**

Mayor Euille said there has been a lot of national and international reaction to the grand jury decisions both in Ferguson, Missouri and New York City. He spoke to the next steps and what Alexandria should be doing. He said he has met with the Police Chief, Commonwealth Attorney, Sheriff, rank and file leadership of the Police Department, City Manager, Court Services, Human Relations and others to reflect and do a gut check on what happened, what they have learned and could something like that happen in Alexandria and what do they need to do to improve the Police community relations. He noted that U.S. Attorney Eric Holder, along with Secretary of Education Arnie Duncan, visited the City yesterday at the youth juvenile detention facility to thank that institution for being a model for treatment of youth. Mayor Euille spoke to what every City in America should be doing to raise people out of poverty and to have a wake-up call to find an opportunity to enhance and increase community and public dialogue, to make reforms where needed, and how the grand jury selection processes take place. The President has recommended several hundred million dollars for police training, body cameras and manpower. He said they need to be looking at a broader more holistic package in terms of what it needs to do and what works best for the City. They need to look at it and focus on what it needs to do for the City. He said he will lead an effort with the Police Department to have a community police forum on police and community relations taking place on Tuesday, January 20 at 7:00 p.m. at the Durant Recreation Center.

**\* Report on National League of Cities Conference (Mayor Euille)**

Mayor Euille noted that he and Councilman Chapman attended the conference in Austin, Texas, along with Deputy City Manager's Laura Triggs and Debra Collins. He said they networked and participated in a lot of educational training topics.

**\* Sister Cities Committee (Councilman Chapman)**

Councilman Chapman said one of the biggest gut checks Council can do is with the community and community organizations. He said the Human Rights Commission brought people together after Trayvon Martin's incident to talk about race relations, and the local NAACP pulled people to talk about the Ferguson decision and how it affects what can happen here. He said it is about transparency in government, and the constituents want to know and see what is going on, and that is a big piece of the puzzle. He said they have an opportunity to

bring a conversation to the community and have a discussion about what it would look like for the community if the police had body cameras, and Council should speak to the policy and funding implications of that.

Councilman Chapman said the Sister Cities Committee had a wonderful weekend with the Scottish Christmas Walk Festival. The Lord Provost from Dundee, Scotland, and the Mayor of Caen, France also comes to the City for the events, and he noted the events that were held and attended.

**\* Eisenhower Partnership (Councilman Chapman)**

Councilman Chapman said the Eisenhower Partnership had its annual meeting where it talked to the status of the National Science Foundation and how that is coming along.

**\* Governor's Advisory Commission on Volunteerism and Community Service (Councilman Chapman)**

\* \* \* \* \*

Vice Mayor Silberberg noted the outstanding Sister Cities event, Scottish Christmas Walk festivities and the boat parade.

Vice Mayor Silberberg spoke to the events and incidents with the Police Departments across the country, noting that the country has come a long way but has a ways to go and it needs to continue to make the effort to be even more sensitive and continue to make the effort.

Councilwoman Pepper said she is pleased and proud of the programs they have in place, but this is an opportunity for them to reengage, as they have an evolving situation and each year things are a little different and they have to keep ahead. The City has a chance to move forward and make sure they are always advancing so this breakdown doesn't happen in Alexandria.

## **WORK SESSION**

**9. Work Session: Capital Funding Policy.**

(A copy of the powerpoint presentation is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 9, 12/9/14, and is incorporated as part of this record by reference.)

Ms. Birch, Director, Office of Management and Budget, along with Mr. Beaver, Office of Management and Budget, and Mr. James Sanderson, financial advisor with Davenport and Company, made a presentation of the work session materials on the Capital Funding Policy and they, along with Mr. Young, City Manager, responded to questions of Council.

Staff was asked to bring a docket item to Council in January to formalize the policy.

**10. Work Session: Update on the Community Process, Plan Principles and Illustrative Plan for the 13 Acre Oakville Triangle Site, to Include a Schedule and Work Program for the Remainder of the Plan Area West of Route 1.**

(A copy of the powerpoint presentation is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 10, 12/9/14, and is incorporated as part of this record by reference.)

Mr. Farner, Planning and Zoning, Ms. Villabona, Planning and Zoning, Ms. Wasowski, member of the advisory group, Ms. Durham, Recreation, Parks and Cultural Activities, and Ms. Marks, Deputy Director, Transportation and Environmental Services, made a presentation of the work session materials on the Oakville Triangle site and they responded to questions of Council.

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Mayor Euille asked that docket item #36, Consideration of the Receipt of the Fort Ward Park and Museum Area Management Plan, be deferred until January. (See motion to defer under docket item #36.)

\* \* \* \* \*

## **REPORTS AND RECOMMENDATIONS OF THE CITY MANAGER**

### **CONSENT CALENDAR (11-23)**

#### **(Resignations and Uncontested Appointments)**

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

(a) Alexandria Marketing Committee  
Laura Machanic

(b) Historic Alexandria Resources Commission  
Laura Vetter

(c) Industrial Development Authority  
Agnes Artemel

(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. 11(a-c); 12/9/14, and is incorporated as part of this record by reference.)

**12.** Uncontested Appointments to Boards, Commissions and Committees:

(a) Archaeological Commission  
1 Planning District 1 Representative

(b) Beautification Commission  
1 Citizen Member

(c) Children, Youth and Families Collaborative Commission

2 Community Members with Expertise in Children, Youth and Family Issues, Public Safety, Medical/Health Relation Profession or Non-profit Experience

1 Community Member with Experiences as Parents, Guardians, Teachers and/or Expertise in Early Childhood, Youth or General Education Policy

1 ACPS Member, Identified by the Superintendent

(d) Commission on HIV/AIDS

1 Human Rights Commission Representative

2 Citizen Members

(e) Commission on Employment

1 Citizen Member

(f) Commission on Persons with Disabilities

1 Citizen Member

(g) Historic Alexandria Resources Commission

1 Representative from the Carlyle House

(h) Local Emergency Planning Committee

1 Representative from Law Enforcement and Firefighting Personnel

(i) Public Records Advisory Commission

1 Citizen Member

(j) Sister Cities Committee

1 Citizen Member

(k) Torpedo Factory Art Center Board

1 Representative of the Torpedo Factory Artists Association

(l) Waterfront Commission

1 Representative from the Environmental Policy Commission

1 Representative from the Archaeological Commission

(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. 12(a-l); 12/9/14, and is incorporated as part of this record by reference.)

### **(Reports and Recommendations of the City Manager)**

**13.** Consideration of Adoption of the City Legislative Package for the 2015 General Assembly Session.

(A copy of the City Manager's memorandum dated December 3, 2014, is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 13; 12/9/14, and is incorporated as part of this record by reference.)

**14.** Consideration of the Appointment of the Chief Animal Control Officer.

(A copy of the City Manager's memorandum dated December 3, 2014, is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 14; 12/9/14, and is incorporated as part of this record by reference.)

- 15.** Consideration of the Report on the Recommended Priorities and Process for Implementing Recommended Changes to the Alexandria Fund for Human Services.

(A copy of the City Manager's memorandum dated December 3, 2014, is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 15; 12/9/14, and is incorporated as part of this record by reference.)

- 16.** Consideration of the Monthly Financial Report for the Period Ending October 31, 2014.

(A copy of the City Manager's memorandum dated December 3, 2014, is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 16; 12/9/14, and is incorporated as part of this record by reference.)

- 17.** Consideration of a Grant Application to the Department of Homeland Security, Federal Emergency Management Agency (FEMA) for Funding for Firefighter Training Classes.

(A copy of the City Manager's memorandum dated December 3, 2014, is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 17; 12/9/14, and is incorporated as part of this record by reference.)

- 18.** Consideration of Acceptance of a Funding Allocation from the National Capital Region (NCR), Urban Area Security Initiative (UASI) in the Amount of \$982,720 for the City of Alexandria Police Department in Support of the NCR Law Enforcement Agencies.

(A copy of the City Manager's memorandum dated December 3, 2014, is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 18; 12/9/14, and is incorporated as part of this record by reference.)

### **(Ordinances for Introduction)**

- 19.** Introduction and First Reading. Consideration. Passage on First Reading of an Ordinance to amend and reordain Article B (Financial Disclosure), Chapter 5 (Officers and Employees), of Title 2 (General Government) of the Code of the City of Alexandria, Virginia, 1981, as amended.

(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. 19; 12/9/14, 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. 19; 12/9/14, and is incorporated as part of this record by reference.)

- 20.** Introduction and First Reading. Consideration. Passage on First Reading of an

Ordinance to Amend and Reordain Sheet No. 058.02 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 100 South Pickett Street from CRMU-M/Commercial Residential Mixed Use (Medium) with Proffer to CRMU-M/Commercial Residential Mixed Use (Medium) With an Amended Proffer in Accordance With the Said Zoning Map Amendment Approved By City Council on November 15, 2014 as Rezoning No. 2014-0006 for the Pickett's Place Development.

(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. 20; 12/9/14, 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. 20; 12/9/14, and is incorporated as part of this record by reference.)

**21.** Introduction and First Reading. Consideration. Passage on First Reading of an Ordinance to Amend and Reordain Sheet No. 074.03 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 1323 Wilkes Street From RB/Townhouse Zone to CRMU-L/Commercial Residential Mixed Use (Low) with Proffer in Accordance With the Said Zoning Map Amendment Approved by City Council on November 15, 2014 as Rezoning No. 2014-0004 for the West-Parc Townhouse Project.

(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. 21; 12/9/14, 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. 21; 12/9/14, and is incorporated as part of this record by reference.)

**22.** Introduction and First Reading. Consideration. Passage on First Reading of an Ordinance Authorizing the Owners and/or Tenant of the Property Located at 906 First Street to Construct and Maintain an Encroachment for a Porch Overhang at that Location.

(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. 22; 12/9/14, 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. 22; 12/9/14, and is incorporated as part of this record by reference.)

**23.** 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. MPA 2014-0009 and No Other Amendments, and to Repeal All Provisions of the Said Master Plan as May Be Inconsistent With Such Amendment.

(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. 23; 12/9/14, 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. 23; 12/9/14, and is incorporated as part of this record by reference.)

## **END OF CONSENT CALENDAR**

**WHEREUPON**, upon motion by Councilman Wilson, seconded by Councilwoman Pepper and carried unanimously, City Council adopted the consent calendar, with the removal of items 13 and 19, which were considered under separate vote, as follows:

11. City Council accepted the following resignations with regret: (a) Laura Machanic, Alexandria Marketing Committee; (b) Laura Vetter, Historic Alexandria Resources Commission; and (c) Agnes Artemel, Industrial Development Authority.

12. City Council made the following appointments to boards, commissions and committees: (a) reappointed Vincent LaPointe as the one Planning District 1 representative to the Archaeological Commission; (b) reappointed Carol Maxwell as the one citizen member to the Beautification Commission; (c) waived the residency requirement and reappointed Tammy Mann and reappointed Gwen Mullen as the two community members with expertise in children, youth and family issues, public safety, medical/health related profession or non-profit experience, reappointed Gisselle Brown as the one community member with experiences as parents, guardians, teachers and/or expertise in early childhood, youth or general education policy; and waived the residency requirement and reappointed Stacey Joyner as the one ACPS member, identified by the Superintendent, to the Children, Youth and Families Collaborative Commission; (d) appointed Scott Schwartz as the one Human Rights Commission representative to the Commission on HIV/AIDS; (e) appointed Anthony DeMarino as the one citizen member to the Commission on Employment; (f) appointed Brian Miller as the one citizen member to the Commission on Persons with Disabilities; (g) appointed Vanessa Herndon as the one representative from the Carlyle House to the Historic Alexandria Resources Commission; (h) waived the residency requirement and appointed Michael Sharpe as the one representative from law enforcement and firefighting personnel to the Local Emergency Planning Committee; (i) appointed Diondrea Ricks as the one citizen member to the Public Records Advisory Commission; (j) reappointed Mary Jo Johnson as the one citizen member to the Sister Cities Committee; (k) reappointed Marian Van Landingham as the one representative of the Torpedo Factory Artists Association to the Torpedo Factory Art Center Board; and (l) appointed Ryan Wojtanowski as the one representative from the Environmental Policy Commission and appointed Edward Pulliam as the one representative from the Archaeological Commission to the Waterfront Commission.

14. City Council approved the appointment of Mr. Brian Rees as Chief Animal Control Officer pursuant to City Code Section 5-7-44, which includes the requirement that City Council

appoint the City's Chief Animal Control Officer.

15. City Council: 1. received the report update from the Department of Community and Human Services staff regarding the priorities and proposed implementation process for the Alexandria Fund for Human Services; and 2. docketed the AFHS FY 2016 priorities and process for public hearing and final passage on Saturday, December 13, 2014.

16. City Council received the monthly financial report.

17. City Council: 1. approved the submission of a grant application for federal funding in the amount of \$530,000 for firefighter training; and 2. authorized the City Manager to execute the necessary documents that may be required.

18. City Council: 1. authorized the City Manager to accept the funding from the Urban Area Security Initiative Grant program in the amount of \$982,720; and 2. authorized the City Manager to execute all the necessary documents that may be required.

20. City Council introduced the ordinance and set it for public hearing and final adoption on Saturday, December 13, 2014.

21. City Council introduced the ordinance and set it for public hearing and final adoption on Saturday, December 13, 2014.

22. City Council introduced the ordinance and set it for public hearing and final adoption on Saturday, December 13, 2014.

23. City Council introduced the ordinance and set it for public hearing and final adoption on Saturday, December 13, 2014.

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

**13.** Consideration of Adoption of the City Legislative Package for the 2015 General Assembly Session.

(A copy of the City Manager's memorandum dated December 3, 2014, is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 13; 12/9/14, and is incorporated as part of this record by reference.)

Councilman Wilson asked that the possibility of cutting personal property tax reimbursement to localities be included into the motion so that if there are any efforts in Richmond to do that that the City strongly and strenuously oppose that.

**WHEREUPON**, upon motion by Councilman Wilson, seconded by Councilwoman Pepper and carried unanimously, City Council adopted items A.1 through A.3, B.1 through B.5, C.1 through C.16 and D.1 through D.3 as positions in the City's legislative package for the 2015 General Assembly Session, with an amendment that if there is an effort in Richmond to cut personal property taxes to localities that Council strongly opposes that. The voting was as follows: In favor, Mayor Euille, Vice Mayor Silberberg, Councilman Chapman, Councilmember

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

**19.** Introduction and First Reading. Consideration. Passage on First Reading of an Ordinance to amend and reordain Article B (Financial Disclosure), Chapter 5 (Officers and Employees), of Title 2 (General Government) of the Code of the City of Alexandria, Virginia, 1981, as amended.

(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. 19; 12/9/14, 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. 19; 12/9/14, and is incorporated as part of this record by reference.)

Councilman Wilson noted a typo to change the word “addition” should be “additional” and to eliminate the language that was previously eliminated. He asked that a corrected version be sent prior to Saturday’s public hearing meeting. Councilman Wilson said the reason for the changes to the state financial disclosures are for more transparency in people’s financial interests, he said he would like to see if there are other ways to better publicize the Council’s information to make sure it is available to the public to review.

**WHEREUPON**, upon motion by Councilman Wilson, seconded by Councilwoman Pepper and carried unanimously, City Council introduced the ordinance and set it for public hearing and final adoption on Saturday, December 13, 2014, subject to the corrections to the ordinance. The voting was as follows: In favor, Mayor Euille, Vice Mayor Silberberg, Councilman Chapman, Councilmember Lovain, Councilwoman Pepper, Councilman Smedberg and Councilman Wilson; Opposed, none.

\* \* \* \* \*

Councilwoman Pepper said she meant to pull docket item #15, the report on the recommended priorities and process for implementing changes to the Alexandria Fund for Human Services, off the consent calendar, so that she could request staff to make a clarification of the description. It has to do with the section on individuals or families who are economically secure, individuals and families have access to health resources, individuals and families are assisted in preventing and remedying crisis. She said she hoped there was a way of indicating not just that its individuals and families but also include adults and seniors. She asked staff to come up with language between now and the public hearing that would emphasize that as one of the factors.

\* \* \* \* \*

## **ROLL-CALL CONSENT CALENDAR (24-26)**

**24.** Consideration of a Resolution Requesting that the Commonwealth Transportation Board Approve the Discontinuance and Conveyance of All Limited Access Rights Lying on Both Sides of the Centerline of Route 1 in the Vicinity of Powhatan Street. [ROLL-CALL VOTE]

(A copy of the City Manager's memorandum dated December 3, 2014, is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 24; 12/9/14, and is incorporated as part of this record by reference.)

**25.** Consideration of a Resolution Authorizing the Issuance of Revenue Bonds by the Industrial Development Authority for the National Industries for the Blind. [ROLL-CALL VOTE].

(A copy of the City Manager's memorandum dated December 3, 2014, is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 25; 12/9/14, and is incorporated as part of this record by reference.)

**26.** Consideration of a Resolution Updating the Membership of the Alexandria Alcohol Safety Action Program (AASAP) at the Request of the Virginia State ASAP Program (VASAP) to Bring AASAP's Membership into Conformance with New Standardization Guidelines Distributed by the VASAP. [ROLL-CALL VOTE]

(A copy of the City Manager's memorandum dated December 3, 2014, is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 26; 12/9/14, and is incorporated as part of this record by reference.)

#### **END OF ROLL-CALL CONSENT CALENDAR**

**WHEREUPON**, upon motion by Councilman Wilson, seconded by Councilman Chapman and carried unanimously by roll-call vote, City Council adopted the roll-call consent calendar, with the removal of item #24, which was considered under separate vote, as follows:

25. City Council adopted a resolution as recommended by the Alexandria Industrial Development Authority. (RES. NO. 2655)

26. City Council adopted a resolution that changes the Alexandria Alcohol Safety Action Program membership in the manner requested by the Virginia State ASAP Program. (RES. NO. 2656)

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

The resolutions read as follows:

#### **RESOLUTION NO. 2655**

WHEREAS, the Industrial Development Authority of the City of Alexandria (the "Authority") has considered the application of National Industries for the Blind, a New York non-profit corporation (the "Borrower") and an organization described in Section 501(c)(3) of the Internal Revenue Code of 1986, as amended (the "Code"), requesting the issuance of the Authority's revenue bonds in an amount not to exceed \$26,000,000 (the "Bonds") at one time or from time to time in one or more series to assist the Borrower in financing or refinancing certain of the costs of one or more of the following: (i) all or a portion of the acquisition,

development (in one or more phases), construction, furnishing and equipping of a new headquarters facility (the "Facility") to be located on approximately 19,012 square feet of land within Land Bay G, Potomac Yard Town Center in Alexandria, Virginia; (ii) the acquisition, installation and equipping of furniture, fixtures, equipment and office technology within the Facility and other property functionally related and subordinate thereto; and (iii) the issuance of the bonds, bond insurance premiums or other credit enhancement and financing costs, interest, working capital and other eligible expenditures (collectively, the "Project") and has held a public hearing in connection therewith on November 5, 2014;

WHEREAS, Section 147(f) of the Code provides that the governmental unit having jurisdiction over the issuer of private activity bonds and over the area in which any facility financed with the proceeds of private activity bonds is located must approve the issuance of such bonds;

WHEREAS, the Authority issues its bonds on behalf of the City of Alexandria, Virginia (the "City"), the facilities of the Borrower described above are located in the City, and the City Council of the City (the "Council") constitutes the highest elected governmental unit of the City;

WHEREAS, the Authority has recommended that the Council approve the issuance of the Bonds; and

WHEREAS, a copy of the Authority's resolution approving the issuance of the Bonds, subject to the terms to be agreed upon, a certificate of the public hearing and a Fiscal Impact Statement for the Project have been filed with the Council.

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

1. The Council approves the issuance of the Bonds by the Authority for the benefit of the Borrower, as required by Section 147(f) of the Code and Section 15.2-4906 of the Code of Virginia of 1950, as amended (the "Virginia Code"), to permit the Authority to assist in funding the Project.

2. The approval of the issuance of the Bonds does not constitute an endorsement to a prospective purchaser of the Bonds of the creditworthiness of the Bonds or the Borrower.

3. The issuance of revenue bonds as requested by the Borrower will not constitute a debt or pledge of the faith and credit of the Commonwealth of Virginia or the City of Alexandria, Virginia, and neither the faith and credit nor the taxing power of the Commonwealth of Virginia or any political subdivision thereof will be pledged to the payment of such Bonds.

4. The approval of the issuance of the Bonds contained in this resolution is independent of any other approval or approvals by the Council or the City that may be required in connection with the Project (the "Additional Approvals"), and nothing contained in this resolution shall be construed to imply that any such Additional Approvals will be granted or to bind the Council or the City in any way with respect to any Additional Approvals.

5. This resolution shall take effect immediately upon its adoption.

RESOLUTION NO. 2656

WHEREAS, the City of Alexandria is a part of the Virginia Alcohol Safety Action Program ("ASAP"), having previously established an independent Alexandria ASAP policy board pursuant to applicable state law and continued that policy board through Resolution No. 2441 adopted by the City Council on March 22, 2011; and

WHEREAS, the Alexandria ASAP program operates as an independent entity providing DUI education and device monitoring with funding provided exclusively through offender fees; and

WHEREAS, certain modifications to the structure and governance of the Alexandria ASAP program have been requested by the Executive Director of the Virginia ASAP program, to bring the Alexandria ASAP program into conformance with the practices of other local ASAP programs throughout the state.

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

That the City Council does hereby re-adopt and ratify the terms and conditions set forth in Resolution No. 2441 previously adopted by City Council on March 22, 2011, with the following specific changes:

1. Paragraph 1 of Resolution No. 2441 is hereby amended and replaced with the following:
  1. The Policy Board shall consist of no more than nine members, *one of whom shall be a citizen appointed by the City Council. The remaining eight members the Policy Board shall be appointed in the manner set forth in the Policy Board by laws. Board members will serve for three-year terms.* Members may include, but shall not be limited to, representatives of the judiciary, the bar, law enforcement, education, substance abuse treatment professionals and transportation safety experts.
  2. Paragraph 4 of Resolution No. 2441 is hereby amended and replaced with the following:
    4. All employees and the Director of the program shall be deemed at-will employees of the program *and it's Policy Board. Alexandria ASAP program employees will not be employees of the City of Alexandria.*

[All new language appears in *italics* above for ease of reference purposes only.]

3. The City Manager is authorized to sign such documents as are necessary to effect the intent of this resolution and as are approved as to form by the City Attorney.
4. The City Manager and City Attorney be, and hereby are, authorized and directed to take such additional actions as may be necessary or convenient to accomplish the intent of this resolution.
5. The City Clerk shall be, and hereby is, authorized and directed to affix the seal of the City to such documents as may be necessary or convenient to accomplish the intent of this resolution; and
6. This Resolution shall be effective immediately upon adoption.

**24.** Consideration of a Resolution Requesting that the Commonwealth Transportation Board Approve the Discontinuance and Conveyance of All Limited Access Rights Lying on Both Sides of the Centerline of Route 1 in the Vicinity of Powhatan Street. [ROLL-CALL VOTE]

(A copy of the City Manager's memorandum dated December 3, 2014, is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 24; 12/9/14, and is incorporated as part of this record by reference.)

Mr. Lambert, Acting Director, Transportation and Environmental Services, along with Mr. Spera, Deputy City Attorney, responded to questions of City Council regarding the properties on Powhatan Street, noting that the City is requesting the Commonwealth Transportation Board, at the request of the property owner at 1333 Powhatan Street to clear the title itself, so it is not looking at making any other connections, and staff does not have full list of properties that have the problem but will work with the City Attorney's Office to get the full list.

**WHEREUPON**, upon motion by Councilman Smedberg, seconded by Councilwoman Pepper and carried unanimously by roll-call vote, City Council adopted a resolution requesting that the Commonwealth Transportation Board approve the transfer of limited access highway rights to the City. The voting 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. 2654

WHEREAS, Section 33.1-89 of the Code of Virginia, as amended by the 1970 Session of the General Assembly, authorizes the Commissioner of Highways, formerly the Commonwealth Transportation Commissioner, to acquire rights of way for the construction, reconstruction, alteration, maintenance and repair of public highways within municipalities on projects which are constructed with State of Federal participation and subsequently convey such rights of way to the requesting municipality; and

WHEREAS, Section 33.1-89, as amended, further provides that the Commissioner of Highways may exercise such authority only upon receipt of official request from the City involved; and

WHEREAS, the City Council of the City of Alexandria declared project 0001-100-102, PE-101 Limited Access within the limits of Henry Street, Monroe Avenue, Powhatan Street, Slaters Lane and Jefferson Davis Highway by resolution passed on August 11, 1970, and

WHEREAS, the Commissioner of Highways has exercised his power to acquire rights of way for Limited Access Project 0001-100-102, PE 101 and Project 0001-100-102, RW 201 at the request of the City of Alexandria, and

WHEREAS, an injunction entered February 26, 1973, in the litigation styled Live in a Favorable Environment, Inc. v. John Volpe. et al. U.S. District Ct. (E.D. Va.), prevented

Project 0001-100-102, PE and Project 0001-100-102, RW 201 from being constructed as originally proposed, and

WHEREAS, the project was re-designed as Project 0001-100-102, RW 203 which eliminated the need for Limited Access rights previously acquired, and

WHEREAS, by Quitclaim Deed recorded as Instrument Number 090010724, the Commonwealth of Virginia did release, remise and quitclaim to the City of Alexandria, all of its rights, title and interest to the lands and permanent easements, lying on both sides of the centerline of Route 1 for State Highway Project 0001-100-105, RW-202 and State Highway Project 0001-100-102, RW-201 but reserved any limited access rights to the Commonwealth of Virginia, Department of Transportation, and

WHEREAS, Section 33.1-58 of the Code of Virginia, states that “any highway, street, or portion thereof, to which access rights of the abutters have been acquired by the Commonwealth Transportation Board and which is subsequently incorporated into the street system of a city or town by any method, shall remain limited access until and unless the governing body of the city or town, after securing the approval of the Commonwealth Transportation Board, acts to discontinue such limited access feature”

THEREFORE, BE IT RESOLVED, that the City Council of the City of Alexandria, Virginia hereby requests the Commonwealth Transportation Board to approve the discontinuance and conveyance of all limited access rights lying on both sides of the centerline of Route 1 for State Highway Project 0001-100-105, RW-202 and State Highway Project 0001-100-102, RW-201, RW-202, RW-203.

This resolution shall be in effect from the date of its passage.

## **CONTESTED APPOINTMENTS**

### **27. Affordable Housing Advisory Committee 1 Homeowner in the City**

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

|       |              |
|-------|--------------|
| NAME: | ENDORSED BY: |
|-------|--------------|

John Catlett  
Carroll Kissser  
Michelle Krockner  
Coss Lumbe

(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. 27; 12/9/14, 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 Michelle Krockner as the one homeowner in the City representative to the Affordable Housing Advisory Committee. The voting was as follows:



|            |   |         |
|------------|---|---------|
| Euille     | - | Krocker |
| Silberberg | - | Krocker |
| Chapman    | - | Krocker |
| Lovain     | - | Krocker |
| Pepper     | - | Catlett |
| Smedberg   | - | Kisser  |
| Wilson     | - | Krocker |

**28. 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

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

|       |              |
|-------|--------------|
| NAME: | ENDORSED BY: |
|-------|--------------|

Todd Coen  
Theresa Cuddington  
Jennifer McNally  
Ryan Schradin  
Reagan Sims

(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. 28; 12/9/14, 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 Todd Coen 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. The voting was as follows:

|            |   |          |
|------------|---|----------|
| Euille     | - | Schradin |
| Silberberg | - | Sims     |
| Chapman    | - | Sims     |
| Lovain     | - | Coen     |
| Pepper     | - | Coen     |
| Smedberg   | - | Coen     |
| Wilson     | - | Coen     |

**29. Commission on Aging**

1 Citizen Member 60 Years of Age or Older

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

|       |              |
|-------|--------------|
| NAME: | ENDORSED BY: |
|-------|--------------|

Ronald Hoekstra  
Marjorie Vanderbilt

(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. 29; 12/9/14, 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 Marjorie Vanderbilt as the one citizen member 60 years of age or older to the Commission on Aging. The voting was as follows:

|            |   |            |
|------------|---|------------|
| Euille     | - | Hoekstra   |
| Silberberg | - | Hoekstra   |
| Chapman    | - | Vanderbilt |
| Lovain     | - | Vanderbilt |
| Pepper     | - | Vanderbilt |
| Smedberg   | - | Vanderbilt |
| Wilson     | - | Vanderbilt |

**30. Library Board**  
1 Member Appointed by City Council

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

|       |              |
|-------|--------------|
| NAME: | ENDORSED BY: |
|-------|--------------|

Helen Desfosses  
Reese Pearson

(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. 30; 12/9/14, 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 reappointed Helen Desfosses as the one member appointed by City Council to the Library Board. The voting was as follows:

|            |   |           |
|------------|---|-----------|
| Euille     | - | Desfosses |
| Silberberg | - | Desfosses |
| Chapman    | - | Desfosses |
| Lovain     | - | Desfosses |
| Pepper     | - | Desfosses |
| Smedberg   | - | Desfosses |
| Wilson     | - | Desfosses |

**31. Torpedo Factory Art Center Board**  
1 Representative of the Community-at-large, as Recommended by the TFACB  
1 Representative of the Torpedo Factory Artists Association

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

|       |              |
|-------|--------------|
| NAME: | ENDORSED BY: |
|-------|--------------|

Eric Nelson  
Tara Zimnick-Calico

Michele Hoben

(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. 31; 12/9/14, 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 reappointed Eric Nelson as the one representative of the community-at-large, as recommended by the TFACB and waived the residency requirement and appointed Michele Hoben as the one representative of the Torpedo Factory Artists Association to the Torpedo Factory Art Center Board. The voting was as follows:

|            |   |               |
|------------|---|---------------|
| Euille     | - | Nelson, Hoben |
| Silberberg | - | Nelson, Hoben |
| Chapman    | - | Nelson, Hoben |
| Lovain     | - | Nelson, Hoben |
| Pepper     | - | Nelson, Hoben |
| Smedberg   | - | Nelson, Hoben |
| Wilson     | - | Nelson, Hoben |

**32. Traffic and Parking Board**  
1 Citizen Member

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

| NAME: | ENDORSED BY: |
|-------|--------------|
|-------|--------------|

Kyle Iturralde  
Melissa McMahan  
Gary Olejniczak  
Larry Ruggiero  
Steven Skeldon

(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. 32; 12/9/14, 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 Melissa McMahan as the one citizen member to the Traffic and Parking Board. The voting was as follows:

|            |   |          |
|------------|---|----------|
| Euille     | - | McMahon  |
| Silberberg | - | Ruggiero |
| Chapman    | - | McMahon  |
| Lovain     | - | McMahon  |
| Pepper     | - | McMahon  |

Smedberg - McMahon  
Wilson - McMahon

**33. Waterfront Commission**

1 Representative from the Pleasure Boat Lease Holders at Alexandria Marina

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

NAME:

ENDORSED BY:

Jerry Bennis  
Douglas Gosnell

(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. 33; 12/9/14, and is incorporated as part of this record by reference.)

**WHEREUPON**, ballots were distributed, tellers were appointed and ballots tallied with following results: Council appointed Jerry Bennis as the one representative from the pleasure boat lease holders at Alexandria Marina to the Waterfront Commission. The voting was as follows:

|            |   |        |
|------------|---|--------|
| Euille     | - | Bennis |
| Silberberg | - | Bennis |
| Chapman    | - | Bennis |
| Lovain     | - | Bennis |
| Pepper     | - | Bennis |
| Smedberg   | - | Bennis |
| Wilson     | - | Bennis |

**REPORTS AND RECOMMENDATIONS OF THE CITY MANAGER FOR DISCUSSION**

**34.** Consideration of Ratification of an Application for a Loan Reservation from the Virginia Transportation Infrastructure Bank to Partially Fund the Potential Potomac Yard Metrorail Station.

(A copy of the City Manager's memorandum dated December 3, 2014, is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 34; 12/9/14, and is incorporated as part of this record by reference.)

Mr. Jinks, Deputy City Manager, made a presentation of the staff report and responded to questions of City Council.

**WHEREUPON**, upon motion by Councilman Smedberg, seconded by Councilman Wilson and carried unanimously, City Council ratified the City's Virginia Transportation Infrastructure Bank application for a \$50 million loan reservation to assist in funding a portion of the potential future construction of a Potomac Yard Metrorail Station. The voting was as follows: In favor, Mayor Euille, Vice Mayor Silberberg, Councilman Chapman, Councilmember Lovain, Councilwoman Pepper, Councilman Smedberg and Councilman Wilson; Opposed, none.

**35.** Consideration of the FY 2016 - FY 2021 Congestion Mitigation and Air Quality Improvement Program (CMAQ) and Regional Surface Transportation Program (RSTP) Program Funding Requests.

(A copy of the City Manager's memorandum dated December 3, 2014, is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 35; 12/9/14, and is incorporated as part of this record by reference.)

Mr. Lambert, Acting Director, Transportation and Environmental Services, along with Ms. Marks, Deputy Director, Transportation and Environmental Services, gave a presentation of the staff report and responded to questions of City Council.

**WHEREUPON**, upon motion by Councilmember Lovain, seconded by Councilwoman Pepper and carried unanimously, City Council: 1. as recommended by the Transportation Commission, adopted the FY 2021 year as the City's CMAQ-RSTP request; and 2. authorized the City Manager to apply for these grants and enter into any necessary agreements with the Commonwealth of Virginia to accept any of these grants. The voting was as follows: In favor, Mayor Euille, Vice Mayor Silberberg, Councilman Chapman, Councilmember Lovain, Councilwoman Pepper, Councilman Smedberg and Councilman Wilson; Opposed, none.

**36.** Consideration of the Receipt of the Fort Ward Park and Museum Area Management Plan.

**WHEREUPON**, upon motion by Councilman Chapman, seconded by Councilwoman Pepper and carried unanimously, City Council deferred this item to January 13 and January 24, 2015 (public hearing). The voting was as follows: In favor, Mayor Euille, Vice Mayor Silberberg, Councilman Chapman, Councilmember Lovain, Councilwoman Pepper, Councilman Smedberg and Councilman Wilson; Opposed, none.

## **ORAL REPORTS AND ORAL PRESENTATIONS BY MEMBERS OF CITY COUNCIL**

None.

## **ORAL REPORT FROM THE CITY MANAGER**

**37.** Oral Report: Winter Weather Readiness, 2014-15

(A copy of the powerpoint presentation is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 37, 12/9/14, and is incorporated as part of this record by reference.)

Mr. Lambert, Acting Director, Transportation and Environmental Services, made a presentation of the winter weather readiness for 2014-2015 and responded to questions of City Council.

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

## OTHER

### 38. Consideration of the City Council Schedule.

(A copy of the City Manager's memorandum dated December 3, 2014, is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 38; 12/9/14, and is incorporated as part of this record by reference.)

**WHEREUPON**, upon motion by Councilwoman Pepper, seconded by Vice Mayor Silberberg and carried unanimously, City Council: 1. received the revised Council calendar which includes: a stormwater work session, as part of the larger fiscal policies discussion, confirmed for Wednesday, December 10, at 7:00 p.m., in the City Council Chambers; the Alexandria City Council/Alexandria City Public Schools joint work session for Monday, December 15, 2014 at 6:30 p.m., in the Jefferson-Houston PreK-8 School Gymnasium; and 2. approved the calendar. The voting was as follows: In favor, Mayor Euille, Vice Mayor Silberberg, Councilman Chapman, Councilmember Lovain, Councilwoman Pepper, Councilman Smedberg and Councilman Wilson; Opposed, none.

### 39. Consideration of Convening a Closed Meeting for Consultation with Legal Counsel for Legal Advice.

**WHEREUPON**, upon motion by Councilman Wilson, seconded by Councilwoman Pepper and carried unanimously, at 11:08 p.m., City Council convened in closed executive session to discuss personnel matters regarding an appointee of the City Council and to consult with staff and legal counsel regarding threatened or pending litigation, and to consult with legal counsel regarding specific legal matters, specifically the resignation and appointment of specific public officers, and potential litigation regarding certain land use matters and the settlement of threatened or pending litigation regarding certain tax matters, pursuant to Sections 2.2-3711(a)(1) and (7) of the Code of Virginia. The voting 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 Wilson, seconded by Councilman Smedberg and carried unanimously, at 12:01 a.m., City Council reconvened the meeting. The voting 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 Wilson, seconded by Councilman Smedberg and carried unanimously by roll-call vote, City Council adopted a resolution pertaining to the closed meeting. The voting was as follows: In favor, Mayor Euille, Vice Mayor Silberberg, Councilman Chapman, Councilmember Lovain, Councilwoman Pepper, Councilman Smedberg and Councilman Wilson; Opposed, none.

## RESOLUTION NO. 2657

WHEREAS, the Alexandria City Council has this 9th day of December 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 Wilson, seconded by Councilman Smedberg and carried unanimously, the regular meeting of December 9, 2014, was adjourned at 12:02 a.m. The voting was as follows: In favor, Mayor Euille, Vice Mayor Silberberg, Councilman Chapman, Councilmember Lovain, Councilwoman Pepper, Councilman Smedberg and Councilman Wilson; Opposed, none.

APPROVED BY:

\_\_\_\_\_  
WILLIAM D. EUILLE                      MAYOR

ATTEST:

\_\_\_\_\_  
Jacqueline M. Henderson  
City Clerk and Clerk of Council

**City of Alexandria  
Meeting Minutes  
Saturday, December 13, 2014  
9:30 A.M.  
Council Chambers**

Present: Mayor William D. Euille, Vice Mayor Allison Silberberg, and 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; Police Captain Wemple; Mr. Jinks, Deputy City Manager; Ms. Collins, Deputy City Manager; Mr. Moritz, Acting Director, Planning and Zoning; Mr. Randall, Planning and Zoning; Ms. Horowitz, Planning and Zoning; Mr. Dambach, Planning and Zoning; Mr. Geratz, Planning and Zoning; Mr. Spengler, Director, Recreation, Parks and Cultural Activities; Ms. Ruggiero, Recreation, Parks and Cultural Activities; Ms. Garvey, Director, Community and Human Services; Mr. Frazier, Community and Human Services; Ms. Anderson, Community and Human Services; Mr. Martinez, Information Technology Services; and Mr. Lloyd.

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

\* \* \* \* \*

**OPENING**

**1. Calling the Roll.**

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

**2. Public Discussion Period.**

1. Jack Sullivan, 4300 Ivanhoe Place, said City Manager Young spoke before the Federation of Civic Associations last week about the move to rapid development and the CIP and operating budgets, and he said it was the straightest talk that anyone has heard in a long time. Mr. Sullivan said Council should heed the advice that the new school budget be capped at the FY 2015 level with supplemental amounts on a per student basis for a projected higher school population. He said that at the Seminary Hill meeting, the board discussed Mr. Young's tenure, which was very positive and was suggested that it might be good to create a citizen group to pick his successor.

2. Phillip Van Cleave, 5509 West Bay Court, Midlothian, president, Virginia Citizens Defense League, spoke of the Police Department, who has done a good job of trying to fix the problems they had. He spoke of the flyers that were sent to local businesses regarding open carry of guns, the flyer was wrong, and the Police made up a new flyer. He spoke of his



conversation with the City Attorney's Office about allowing carrying of guns in the Police station.

3. Ed Levine, Sterling, member of the Virginia Citizens Defense League, founder of Virginia Open Carry and founder of D.C. Carry, spoke of the City not following the law about guns in parks and ordinances on the books that were not correct. He said if Council doesn't like the laws, they should go to the General Assembly to change the law.

4. Bill Goff, 1313 Bishop Lane, said the Alexandria schools are in disarray with no instruments, no suitable classrooms, tests taken in hallways, unsafe playgrounds, overcrowding, over-enrollment and the second worse SAT scores in the area. Mr. Goff spoke of the constituency in the City, spoke of the development and schools and the developers, noting that the City is pro-business and pro-development and said he supports a City-wide audit of finances and challenged the electorate to vote for a change to usher in an era of clarity, responsible fiscal policy and a willingness for City officials to listen to the constituents.

5. Cynthia Dinkins, 1315 Duke Street, president, Northern Virginia Urban League, said they approve of body worn cameras to record police and civilian encounters in accordance with civilian notification and with rigorous standards regarding retention, access and disclosure of data captured by the systems. She said they won't tolerate officers who take it upon themselves to participate in blatant misconduct and said they need a new generation of policing that ensures the safety of the citizens and communities but does not violate civil rights of anyone. She congratulated Mr. Young on his new opportunity in Washington, D.C.

6. Wallace Burnett, 1315 Duke Street, president, Northern Virginia Urban League, spoke in support of the idea of the Police Department budgeting for body cameras, as there are benefits for using cameras. He said that cameras alone are not sufficient in building trust within the community, and they need the Police Department to continue the positive relationships within the community, but at the same time utilize the budget for additional training, resources, outreach, and to be more proactive after a situation has occurred.

7. Bert Ely, 200 S. Pitt Street, speaking on behalf of the Friends of Alexandria Waterfront, spoke of the documentary that was shown on the history of Alexandria. He asked what future documentaries would say in 50-60 years about the Alexandria waterfront as it evolves. He said the City will reach a critical juncture in 2015, when development plans for the terminal sites will likely be finalized and sent to Council for approval and Council will approve the design and street grid of the developments that will be locked into steel, concrete and glass, and the same is true for the Carr Hotel. He said that if the Carr Hotel is built, they hope the construction impacts will not damage nearby homes and the streets. He said the City must insist that demolition, debris and excavated dirt from the site should be removed by barge and not by trucks.

8. William Barratt, 2024 Peach Orchard Drive, Falls Church, member of the Virginia Citizens Defense League, spoke in support of Mr. Van Cleave and Mr. Levine and asked Council to consider what message they are sending and what was the purpose of the Police handing the flyers out to business owners.

9. Kurt Mueller, 5840 Cameron Run Terrace, thanked the Police Department for making the City a good place to live and work, noting that he had some personal problems a few months ago and a Police Officer, who had zero legal obligation to help him, did and did so

in a way that speaks to the character of the City. He spoke to the flyer passed out by the Police Department and the processes that were in place and where they failed.

10. Jason Spitzer, 10412 Tamworth Road, Chesterfield, member of a small open carry and pro-Constitutional group in Richmond called the Right to Bear Arms, said they planned a freedom walk on December 6 and contacted the Police Department letting them know of their planned walk. He said his understanding is that two days before December 6 the Police Department passed out the flyer, so it was in response to his group. He spoke about teaching the Police Department to do soft contacts for people who open carry. He asked that the City take the time to look at the law and allow people who chose to open carry long guns to allow them to be loaded.

11. Dino Drudi, 315 N. West Street, thanked Council and past Council's for three good decisions that have been made: to go with Bus Rapid Transit between Braddock Road and Crystal City and to esque street cars, to go back to the holiday lights on King Street that it had in previous years, and to hire the current City Manager, which enabled him to be hired as the City Administrator for the prime City in the Metropolitan area. Mr. Drudi spoke of his time living in D.C. and the number of homicides that happened in his neighborhood, noting that one of the reasons Alexandria has a fraction of the homicides and crimes that D.C. has is because criminals have a fear that one of the people they accost might have a gun.

12. Yvonne Weight Callahan, 735 S. Lee Street, spoke of haul routes for the Carr Hotel project and the use of barges to remove the materials, noting that there has been no meaningful public discussion of the uses of the barges for debris removal. She said that in June, Kathryn Papp inquired at the Waterfront Commission meeting for how the City proposed to minimize the impact of moving materials through the City and Charlotte Hall said that the question would be considered in the phasing report due in Fall of this year, however, at the Old Town Civic Association meeting in November, they were told by staff that there would be no discussion of the removal of materials and that there would be truck haul and that Carr had said no one had raised the issue. She said that between June and November, they were shut out of a very important process. She said it is frustrating trying to keep on top of a topic, only to be told that it's been decided. She asked Council to give them more time to explore the topic.

13. Nicolas Ignacio, 10602 Chesterwood Drive, Fredericksburg, spoke of gun rights and noted that it is about rights, as they find their freedoms ever fleeting.

14. Terrell Prude, Jr., 10332 Main Street, Fairfax, said he is originally from San Francisco and is from an anti-gun state, but he now lives in Virginia and can open carry by law and he spoke of the laws and Second Amendment and the crime across the country.

15. LaDonna Sanders, 25 E. Reed Avenue, president, Alexandria NAACP, asked why they are not having more meaningful discussions regarding race relations and community policing in Alexandria. She said the national conversation about race, police brutality and community trust of officers is happening on a national level and should also be happening in Alexandria. She asked that Council show the same level of empathy regarding issues and take stances no matter how controversial they are and that there is equity across the board on how Council responds to the constituents who live in Alexandria, as the silence from Council has been disheartening.

\* \* \* \* \*

Vice Mayor Silberberg noted that today is City Manager Young's last public meeting and she expressed her thanks to Mr. Young for his service.

\* \* \* \* \*

## **REPORTS OF BOARDS, COMMISSIONS AND COMMITTEES**

### **ACTION CONSENT CALENDAR (3-4)**

#### **Planning Commission**

3. Special Use Permit #2014-0099  
814 Wilkes Street - Tinyville Academy (Parcel address: 598 South Alfred Street)  
Public Hearing and Consideration of a request to operate a child care home; zoned RB/Residential Townhouse. Applicant: Avis Walker d/b/a Tinyville Academy  
Planning Commission Action: Recommend Approval as Amended: 7-0

(A copy of the Planning Commission report dated December 13, 2014, is file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 3; 12/19/14, and is incorporated as part of this record by reference.)

4. Development Special Use Permit #2014-0011  
3737 Seminary Road - Virginia Theological Seminary Student Housing  
Public Hearing and Consideration of a request for a Development Special Use Permit, with site plan, to amend SUP #2641, as amended, to expand the use of the property as a Seminary with the construction of student housing buildings; zoned R-20/Residential Single-Family. Applicant: The Protestant Episcopal Theological Seminary in Virginia, Inc. represented by Duncan Blair, attorney  
Planning Commission Action: Recommend Approval: 7-0

(A copy of the Planning Commission report dated December 13, 2014, is file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 4; 12/19/14, and is incorporated as part of this record by reference.)

### **END OF ACTION CONSENT CALENDAR**

**WHEREUPON**, upon motion by Councilman Wilson, seconded by Councilman Smedberg and carried unanimously. City Council adopted the consent calendar, as follows:

3. City Council approved the Planning Commission recommendation.
4. City Council approved the Planning Commission recommendation.

The voting 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**

**5. Public Hearing and Consideration of the Report on the Recommended Priorities and Process for Implementing Recommended Changes to the Alexandria Fund for Human Services.**

(A copy of the City Manager's memorandum dated December 3, 2014, is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 5; 12/13/14, and is incorporated as part of this record by reference.)

Ms. Garvey, Director, Community and Human Services, made a presentation of the staff report and she, along with Mr. Frazier, Community and Human Services, responded to questions of City Council.

**WHEREUPON**, upon motion by Councilman Wilson, seconded by Councilman Smedberg and carried unanimously, City Council closed the public hearing and adopted the report update from the Department of Community and Human Services staff regarding the priorities and proposed implementation process for the Alexandria Fund for Human Services. The voting was as follows: In favor, Mayor Euille, Vice Mayor Silberberg, Councilman Chapman, Councilmember Lovain, Councilwoman Pepper, Councilman Smedberg and Councilman Wilson; Opposed, none.

**REPORTS OF BOARDS, COMMISSIONS AND COMMITTEES (continued)**

**Planning Commission (continued)**

**6. Public Hearing and Consideration of Adoption of an Implementation Plan for Alexandria's Public Art Policy.**

(A copy of the City Manager's memorandum dated December 3, 2014, is on file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 6; 12/13/14, and is incorporated as part of this record by reference.)

Ms. Ruggiero, Deputy Director, Recreation, Parks and Cultural Activities, made a presentation of the staff report and she responded to questions of City Council. Mr. Matthew Stensrud, chair of the Commission for the Arts, provided comments to Council on the Public Art Policy and Implementation Plan.

The following persons participated in the public hearing:

1. Gayle Converse, 903 South Saint Asaph Street, member, Public Art Committee, spoke in support of the plan and policy.
2. Shirley Downs, 1007 N. Vail Street, member, Commission for the Arts, spoke in support of the plan and policy.
3. Michael Detomo, 1218 Prince Street, member, Commission for the Arts, spoke in support of the plan and policy.
4. Susan Amber Gordon, 31 W. Del Ray Avenue, member, Commission for the Arts, spoke in support of the plan and policy.

5. Sharon Annear, 1118 N. Howard Street, spoke in support of the plan and policy.

**WHEREUPON**, upon motion by Councilman Smedberg, seconded by Councilman Chapman and carried unanimously, City Council closed the public hearing and adopted the Implementation Plan for Alexandria's Public Art Policy, which incorporates with minor revisions Council's previously adopted public art policy. The voting was as follows: In favor, Mayor Euille, Vice Mayor Silberberg, Councilman Chapman, Councilmember Lovain, Councilwoman Pepper, Councilman Smedberg and Councilman Wilson; Opposed, none.

Mayor Euille asked that this document be submitted for consideration as an award for the U.S. Conference of Mayors at the annual convention in Nashville, Tennessee next June.

**7. Special Use Permit #2014-0075**

410 East Glebe Road (Parcel Address: 408 East Glebe Road) and 3006 Jefferson Davis Highway

Public Hearing and Consideration of a request to operate a convenience store; zoned CSL/Commercial Service Low. Applicant: All In Be One Inc. by Eneye Yigzaw [This case was deferred at the October 7, 2014 and November 6, 2014 Planning Commission public hearings.] Planning Commission Action: Recommend Approval: 7-0

(A copy of the Planning Commission report dated December 13, 2014, is file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 7; 12/19/14, and is incorporated as part of this record by reference.)

Ms. Horowitz, Planning and Zoning, made a presentation of the staff report and she, along with Mr. Dambach, Planning and Zoning, and Mr. Moritz, Acting Director, Planning and Zoning, responded to questions of City Council.

**WHEREUPON**, upon motion by Councilman Wilson, seconded by Councilwoman Pepper and carried 6-0-1, City Council closed the public hearing and approved the Planning Commission recommendation. The voting was as follows: In favor, Mayor Euille, Vice Mayor Silberberg, Councilman Chapman, Councilmember Lovain, Councilwoman Pepper, and Councilman Wilson; Opposed, none; Abstained, Councilman Smedberg.

**8. Special Use Permit #2014-0094**

3000, 3006, 3012, & 3012-A Duke Street - Yates Pizza

Public Hearing and Consideration of requests to: a) to operate a restaurant with outdoor dining, b) for valet parking, and c) to allow required parking to be located more than 500 feet away; zoned CG/Commercial General. Applicant: Jeffrey Yates  
Planning Commission Action: Recommend Approval as Amended: 7-0

(A copy of the Planning Commission report dated December 13, 2014, is file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 8; 12/19/14, and is incorporated as part of this record by reference.)

Mr. Randall, Planning and Zoning, made a presentation of the staff report and responded to questions of City Council.

The following person participated in the public hearing on this item:

1. Mr. Jeffrey Yates, owner, Yates Pizza, spoke in support of the request and responded to questions of Council about when the restaurant would open, the existing sign and conditions #9 and 10 in the staff report. He referenced condition #9, which the Planning Commission had changed to strike the 9 p.m. daily for the live entertainment, and condition #10, in which he would like to designate the large portion of the sign for public art.

Mr. Randall clarified that condition #9 has an error, and the line that reads “until 9 p.m. daily” should be struck, as the Planning Commission recommendation is that the outdoor dining and live entertainment would have the same hours as indoor live entertainment, which is to midnight during the week and 1 a.m. on the weekend.

**WHEREUPON**, a motion was made by Councilman Wilson, seconded by Councilman Chapman, that City Council close the public hearing and approve the Planning Commission recommendation, with a correction to a typographical error in the staff report on condition #9 so the live entertainment and outdoor dining area have the same hours as indoor, which is midnight during the week and 1:00 a.m. on the weekend, which is the Planning Commission recommendation.

Vice Mayor Silberberg moved an amendment to the motion on condition #9 to have non-amplified music that ends at 9 p.m. daily for outdoor seating. The amendment failed for lack of a second.

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

**9. Special Use Permit #2014-0100**

Encroachment #2014-0005

515 Mount Vernon Avenue - Restaurant

Public Hearing and Consideration of requests: a) to operate a restaurant with outdoor dining, b) for a parking reduction, and c) for an encroachment into the City right-of-way for outdoor dining; zoned CSL/Commercial Service Low. Applicant: Yates Restaurant Group LLC represented by Duncan Blair, attorney

Planning Commission Action: Recommend Approval as Amended: 7-0

(A copy of the Planning Commission report dated December 13, 2014, is file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 9; 12/19/14, and is incorporated as part of this record by reference.)

Mr. Randall, Planning and Zoning, made a presentation of the staff report and responded to questions of City Council.

**WHEREUPON**, a motion was made by Councilwoman Pepper, seconded by Councilman Chapman and carried unanimously, City Council moved to close the public hearing and approve the Planning Commission recommendation.

Mr. Blair, attorney for the applicant, 524 King Street, responded to questions of City Council about outdoor dining and amplified sound, noting that they agree with the staff recommendation.

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

**10. Text Amendment #2014-0007**

Valet Parking

A) Initiation of a Text Amendment; B) Public Hearing and Consideration of a Text Amendment to add valet parking as a use in the W-1, Waterfront Mixed Use zone in the Zoning Ordinance.

Staff: City of Alexandria - Department of Planning & Zoning

Planning Commission Action: Initiate and Recommend Approval 7-0

(A copy of the Planning Commission report dated December 13, 2014, is file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 10; 12/19/14, and is incorporated as part of this record by reference.)

**WHEREUPON**, upon motion by Councilman Smedberg, seconded by Councilwoman Pepper and carried unanimously, City Council closed the public hearing and approved the Planning Commission recommendation. The voting was as follows: In favor, Mayor Euille, Vice Mayor Silberberg, Councilman Chapman, Councilmember Lovain, Councilwoman Pepper, Councilman Smedberg and Councilman Wilson; Opposed, none.

**11. Development Special Use Permit #2014-0042**

500 Madison Street - Harris Teeter

Public Hearing and Consideration of a request for an amendment to existing Development Special Use Permit #2010-0027 to extend the customer hours of operation to 24 hours each day of the week; zoned CDD #20/Coordinated Development District #20. Applicant: 500 Madison Venture LLC represented by Kenneth Wire, attorney

Planning Commission Action: Recommend Approval as Amended: 6-1

(A copy of the Planning Commission report dated December 13, 2014, is file in the Office of the City Clerk and Clerk of Council, marked Exhibit No. 1 of Item No. 11; 12/19/14, and is incorporated as part of this record by reference.)

Mr. Geratz, Planning and Zoning, made a presentation of the staff report and he, along with Mr. Moritz, Acting Director, Planning and Zoning, responded to questions of City Council concerning the hours of operation and the original staff report.

Councilman Chapman stated that he would not be participating or voting on this item, as he has a relative that works for Harris Teeter at another location, and he is her landlord as well. (Councilman Chapman stepped down from the dais.)

The following persons participated in the public hearing on this item:

1. Dino Drudi, 315 N. West Street, spoke in opposition to the request.
2. Tom Hickok, 801 N. Pitt Street, #1703, spoke in support of the request.
3. Kenneth Wire, 1750 Tysons Blvd, Tysons Corner, attorney for the applicant, spoke in support of the request and responded to questions of City Council about the condition

for the hours of operation.

Mayor Euille noted that during his recent congressional campaign that ended in June of this year, he did benefit from political contributions from a couple of the minority investors and principals in various LLC's that came together to form the development of the property, but irrespective of that, he would participate in the item.

**WHEREUPON**, upon motion by Councilwoman Pepper, seconded by Councilman Wilson and carried 4-2, City Council closed the public hearing and approved the Planning Commission recommendation. The voting was as follows: In favor, Mayor Euille, Councilmember Lovain, Councilwoman Pepper and Councilman Wilson; Opposed, Vice Mayor Silberberg and Councilman Smedberg.

Councilman Chapman returned to the dais.

## **ORDINANCES AND RESOLUTIONS**

**12.** Public Hearing, Second Reading and Final Passage of an ordinance to amend and reordain Sheet No. 058.02 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 100 South Pickett Street from CRMU-M/Commercial residential mixed use (medium) with Proffer to CRMU-M/Commercial residential mixed use (medium) with an amended Proffer in accordance with the said zoning map amendment approved by city council on November 15, 2014 as Rezoning No. 2014-0006 for the Pickett's Place development. [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. 12; 12/19/14, 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; 12/19/14, and is incorporated as part of this record by reference.)

**WHEREUPON**, upon motion by Councilman Wilson, seconded by Councilwoman Pepper and carried unanimously by roll-call vote, City Council closed the public hearing and adopted the ordinance. The voting 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. 4914**

AN ORDINANCE to amend and reordain Sheet No. 058.02 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 100 South Pickett Street from CRMU-M/Commercial residential mixed use (medium) with Proffer to CRMU-M/Commercial residential mixed use (medium) with an amended Proffer in accordance



with the said zoning map amendment approved by city council on November 15, 2014 as Rezoning No. 2014-0006 for the Pickett's Place development.

WHEREAS, the City Council finds and determines that:

1. In Rezoning No. 2014-0006, the Planning Commission, having found that the public necessity, convenience, general welfare and good zoning practice so require, recommended approval to the City Council on November 6, 2014 of a rezoning of the property at 100 South Pickett Street from CRMU-M/Commercial residential mixed use (medium) with Proffer to CRMU-M/Commercial residential mixed use (medium) with an amended Proffer, which recommendation was approved by the City Council at public hearing on November 15, 2014;

2. The said rezoning is in conformity with the Master Plan of the City of Alexandria, Virginia, as amended;

3. All requirements of law precedent to the adoption of this ordinance have been complied with; now, therefore,

THE CITY COUNCIL OF ALEXANDRIA HEREBY ORDAINS:

Section 1. That Sheet No. 058.02 of the "Official Zoning Map, Alexandria, Virginia," adopted by Section 1-300 of the City of Alexandria Zoning Ordinance, be, and the same hereby is, amended by changing, in the manner set forth below, the zoning classification of the property hereinafter described:

LAND DESCRIPTION: 100 South Pickett Street, Tax Map #058.02-02-01

From: CRMU-M/Commercial residential mixed use (medium) with Proffer

To: CRMU-M/Commercial residential mixed use (medium) with the Proffer attached hereto and incorporated herein by this reference as Attachment 1

Section 2. That the director of planning and zoning be, and hereby is, directed to record the foregoing amendment on the said map.

Section 3. That Sheet No. 058.02 of the "Official Zoning Map, Alexandria, Virginia," as so amended, be, and the same hereby is, reordained as part of the City of Alexandria Zoning Ordinance.

Section 4. That this ordinance shall become effective on the date and at the time of its final passage.

**13.** Public Hearing, Second Reading and Final Passage of an ordinance to amend and reordain Sheet No. 074.03 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 1323 Wilkes Street from RB/Townhouse zone to CRMU-L/Commercial residential mixed use (low) with Proffer in accordance with the said zoning map amendment approved by city council on November 15, 2014 as Rezoning No. 2014-0004 for the West-Parc Townhouse Project. [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. 13; 12/19/14, 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; 12/19/14, and is incorporated as part of this record by reference.)

**WHEREUPON**, upon motion by Councilman Wilson, seconded by Councilwoman Pepper and carried unanimously by roll-call vote, City Council closed the public hearing and adopted the ordinance. The voting 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. 4915

AN ORDINANCE to amend and reordain Sheet No. 074.03 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 1323 Wilkes Street from RB/Townhouse zone to CRMU-L/Commercial residential mixed use (low) with Proffer in accordance with the said zoning map amendment approved by city council on November 15, 2014 as Rezoning No. 2014-0004 for the West-Parc Townhouse Project.

WHEREAS, the City Council finds and determines that:

1. In Rezoning No. 2014-0004, the Planning Commission, having found that the public necessity, convenience, general welfare and good zoning practice so require, recommended approval to the City Council on November 6, 2014 of a rezoning of the property at 1323 Wilkes Street from RB/Townhouse zone to CRMU-L/Commercial residential mixed use (low) with Proffer, which recommendation was approved by the City Council at public hearing on November 15, 2014;

2. The said rezoning is in conformity with the Master Plan of the City of Alexandria, Virginia, as amended;

3. All requirements of law precedent to the adoption of this ordinance have been complied with; now, therefore,

#### THE CITY COUNCIL OF ALEXANDRIA HEREBY ORDAINS:

Section 1. That Sheet No. 074.03 of the "Official Zoning Map, Alexandria, Virginia," adopted by Section 1-300 of the City of Alexandria Zoning Ordinance, be, and the same hereby is, amended by changing, in the manner set forth below, the zoning classification of the property hereinafter described:

LAND DESCRIPTION: 1323 Wilkes Street, Tax Map # 074.03-07-04  
From: RB/Townhouse zone to

To: CRMU-L/Commercial residential mixed use (low) with the Proffer attached hereto and incorporated herein by this reference as Attachment 1

Section 2. That the director of planning and zoning be, and hereby is, directed to record the foregoing amendment on the said map.

Section 3. That Sheet No. 074.03 of the "Official Zoning Map, Alexandria, Virginia," as so amended, be, and the same hereby is, reordained as part of the City of Alexandria Zoning Ordinance.

Section 4. That this ordinance shall become effective on the date and at the time of its final passage.

**14.** Public Hearing, Second Reading and Final Passage of an Ordinance Authorizing the Owners and/or Tenant of the Property Located at 906 First Street to Construct and Maintain an Encroachment for a Porch Overhang at that Location. [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. 14; 12/19/14, 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; 12/19/14, and is incorporated as part of this record by reference.)

**WHEREUPON**, upon motion by Councilman Wilson, seconded by Councilwoman Pepper and carried unanimously by roll-call vote, City Council closed the public hearing and adopted the ordinance. The voting 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. 4916

AN ORDINANCE authorizing the owners and/or tenant of the property located at 906 First Street to construct and maintain an encroachment for a porch overhang at that location.

WHEREAS, James Bland Housing V Limited Partnership is the Owner ("Owner") of the property located at 906 First Street, in the City of Alexandria, Virginia; and

WHEREAS, Owner desires to establish and maintain a porch on the Property, the overhang of which will encroach into the public sidewalk right-of-way at that location; and

WHEREAS, the public sidewalk right-of-way at that location will not be significantly impaired by this encroachment; and

WHEREAS, in Encroachment No. ENC 2014-0004, the Planning Commission of the City of Alexandria recommended approval to the City Council subject to certain conditions at

one of its regular meetings held on November 6, 2014, which recommendation was approved by the City Council at its public hearing on November 15, 2014 and

WHEREAS, it has been determined by the Council of the City of Alexandria that this encroachment is not detrimental to the public interest; now, therefore,

THE CITY COUNCIL OF ALEXANDRIA HEREBY ORDAINS:

Section 1. That Owner be, and the same hereby are, authorized to establish and maintain an encroachment into the public sidewalk right-of-way at 906 First Street as shown in the attached Encroachment Plat, in the City of Alexandria, said encroachment consisting of a porch that overhangs the sidewalk, until the encroachment is removed or destroyed or the authorization to maintain it is terminated by the city; provided, that this authorization to establish and maintain the encroachment shall not be construed to relieve Owner of liability for any negligence on their part on account of or in connection with the encroachment and shall be subject to the provisions set forth below.

Section 2. That the authorization hereby granted to establish and maintain said encroachment shall be subject to and conditioned upon Owner maintaining, at all times and at their own expense, liability insurance, covering both bodily injury and property damage, with a company authorized to transact business in the Commonwealth of Virginia and with minimum limits as follows:

|                  |  |
|------------------|--|
| Bodily Injury:   | \$1,000,000 each occurrence<br>\$1,000,000 aggregate |
| Property Damage: | \$1,000,000 each occurrence<br>\$1,000,000 aggregate |

This liability insurance policy shall identify the City of Alexandria and Owner as named insureds and shall provide for the indemnification of the City of Alexandria and Owner against any and all loss occasioned by the establishment, construction, placement, existence, use or maintenance of the encroachment. Evidence of the policy and any renewal thereof shall be filed with the city attorney's office. Any other provision herein to the contrary notwithstanding, in the event this policy of insurance lapses, is canceled, is not renewed or otherwise ceases to be in force and effect, the authorization herein granted to establish and maintain the encroachment shall, at the option of the city, forthwith and without notice or demand by the city, terminate. In that event, Owner shall, upon notice from the city, remove the encroachment from the public right-of-way, or the city, at its option, may remove the encroachment at the expense and risk of Owner. Nothing in this section shall relieve Owner of their obligations and undertakings required under this ordinance.

Section 3. That the authorization hereby granted to establish and maintain said encroachment shall in addition be subject to and conditioned upon the following terms:

- (a) Neither the City of Alexandria nor any public or private utility company shall be responsible for damage to Owners' or Tenant's property encroaching into the public right-of-way during repair, maintenance or replacement of the public right-of-way or any public facilities or utilities in the area of encroachment.

- (b) The Owner shall be responsible for replacement and repairs to the adjacent City right-of-way, including any areas damaged during construction activity.
- (c) In the event the City shall, in the future, have need for the area of the proposed encroachment, the Owner shall remove any structure that encroached into the public right-of-way, within 60 days, upon notification by the City.

Section 4. That by accepting the authorization hereby granted to establish and maintain the encroachment and by so establishing and/or maintaining the encroachment, Owner shall be deemed to have promised and agreed to save harmless the City of Alexandria from any and all liability (including attorneys' fees and litigation expenses) arising by reason of the establishment, construction, placement, existence, use or maintenance of the encroachment.

Section 5. That the authorization herein granted to establish and maintain the encroachment shall be subject to Owner maintaining the area of the encroachment at all times unobstructed and free from accumulation of litter, snow, ice and other potentially dangerous matter.

Section 6. That nothing in this ordinance is intended to constitute, or shall be deemed to be, a waiver of sovereign immunity by or on behalf of the City of Alexandria or any of its officers or employees.

Section 7. That the authorization herein granted to establish and maintain the encroachment shall be terminated whenever the City of Alexandria desires to use the affected public right-of-way for any purpose whatsoever and, by written notification, demands from Owner the removal of the encroachment. Said removal shall be completed by the date specified in the notice and shall be accomplished by Owner without cost to the city. If Owner cannot be found, or shall fail or neglect to remove the encroachment within the time specified, the city shall have the right to remove the encroachment, at the expense of Owner, and shall not be liable to Owners for any loss or damage to the structure of the encroachment or personal property within the encroachment area, caused by the removal.

Section 8. The terms "Owner" shall be deemed to include James Bland Housing V Limited Partnership, and any tenants or respective successors in interest.

Section 9. That this ordinance shall be effective upon the date and at the time of its final passage.

**15.** Public Hearing, Second Reading and Final Passage 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. MPA 2014-0009 and No Other Amendments, and to Repeal All Provisions of the Said Master Plan as May Be Inconsistent With Such Amendment. [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. 15; 12/19/14, 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; 12/19/14, and is incorporated as part of this record by reference.)

**WHEREUPON**, upon motion by Councilman Smedberg, seconded by Councilman Chapman and carried unanimously by roll-call vote, City Council closed the public hearing and adopted the ordinance. The voting 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. 4917

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 the 1992 Master Plan as Master Plan Amendment No. MPA 2014-0009 and no other amendments, and to repeal all provisions of the said master plan as may be inconsistent with such amendment.

WHEREAS, the City Council of the City of Alexandria finds and determines that:

1. In Master Plan Amendment No. MPA 2014-0009, the Planning Commission, having found that the public necessity, convenience, general welfare and good zoning practice so require, recommended approval to the City Council on November 6, 2014 of an amendment to the Eisenhower East Small Area Plan Chapter of the Master Plan of the City of Alexandria to transfer density to Hoffman Block 2 from Hoffman Blocks 4 and 9B and to increase building height as set forth more specifically herein, which recommendation was approved by the City Council at public hearing on November 15, 2014 ;

2. The said amendment has heretofore been approved by the planning commission and city council after full opportunity for comment and public hearing.

3. All requirements of law precedent to the adoption of this ordinance have been complied with; now, therefore,

#### THE CITY COUNCIL OF ALEXANDRIA HEREBY ORDAINS:

Section 1. That the Eisenhower East Small Area Plan Chapter of the Master Plan of the City of Alexandria, be, and the same hereby is, amended by revising Figure 4-9 on Page 4-13 to update the Allowable Gross Floor Area for Hoffman Block 2, Hoffman Block 4 and Hoffman Block 9B to transfer 225,570 sq. ft. of allowable gross floor area from Block 4 to Block 2; to transfer 83,858 sq. ft. of allowable gross floor area from Block 9B to Block 2; and to increase allowed building height from 210 ft. to 260 ft. as discussed more fully in the staff report for MPA 2014-0009 and as approved by the Planning Commission of November 6, 2014, as set forth in the attached resolution from the Planning Commission, incorporated fully herein by reference, as an amendment to the Master Plan of the City of Alexandria, Virginia.

Section 2. That the director of planning and zoning be, and hereby is, directed to record the foregoing master plan amendment as part of the Master Plan of the City of Alexandria, Virginia.

Section 3. That all provisions of the Master Plan of the City of Alexandria, Virginia, as may be inconsistent with the provisions of this ordinance be, and same hereby are, repealed.

Section 4. That the Master Plan of the City of Alexandria, as amended by this ordinance, be, and the same hereby is, reordained as the Master Plan of the City of Alexandria, Virginia.

Section 5. That the city clerk shall transmit a duly certified copy of this ordinance to the Clerk of the Circuit Court of the City of Alexandria, Virginia, and that the said Clerk of the Circuit Court shall file same among the court records.

Section 6. That this ordinance shall become effective upon the date and at the time of its final passage.

**16.** Public Hearing, Second Reading and Final Passage of an Ordinance to amend and reordain Article B (Financial Disclosure), Chapter 5 (Officers and Employees), of Title 2 (General Government) of the Code of the City of Alexandria, Virginia, 1981, as amended. [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. 16; 12/19/14, 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; 12/19/14, and is incorporated as part of this record by reference.)

**WHEREUPON**, upon motion by Councilman Wilson, seconded by Councilman Chapman and carried unanimously by roll-call vote, City Council closed the public hearing and adopted the ordinance, as revised, which was to correct typographical errors. The voting 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. 4918

AN ORDINANCE to amend and reordain Article B (FINANCIAL DISCLOSURE), Chapter 5 (OFFICERS AND EMPLOYEES), of Title 2 (GENERAL GOVERNMENT) of The Code of the City of Alexandria, Virginia, 1981, as amended.

THE CITY COUNCIL OF ALEXANDRIA HEREBY ORDAINS:

Section 1. That Article B, Chapter 5, all of Title 2 of the Code of the City of Alexandria, Virginia, 1981, as amended, be, and the same hereby is, amended and reordained by the amendment of Sections 2-5-11 to read as follows:

Sec. 2-5-11 - Financial disclosure statement required.

(a) In addition to those public officials and employees who may be required by the State and Local Government Conflict of Interests Act, Va. Code section 2.1-639.1 *et seq.*, to file annual financial disclosure statements, all persons holding the following offices or positions in the city shall file an annual financial disclosure statement on a form prepared by the secretary of the commonwealth in accordance with the provisions of the State and Local Government Conflict of Interests Act. Such forms shall be filed in the office of the city clerk on or before December 15 and June 15 annually.

[Intervening sections remain unchanged]

(6) All directors and deputy directors of all city departments and offices, as well as all additional key leadership personnel as may be designated or required from time to time by the City Manager:

Section 2. That this ordinance shall become effective upon passage.

## **REPORTS OF BOARDS, COMMISSIONS AND COMMITTEES (continued)**

### **DEFERRAL/WITHDRAWAL CONSENT CALENDAR**

#### **Planning Commission (continued)**

17. Development Site Plan #2014-0024

Special Use Permit #2014-0088

901 Seminary Road - Southern Towers Clubhouse (Parcel Address: 5055 Seminary Road)

Public hearing and consideration of requests for: a) development site plan, with modifications, to construct a clubhouse building and b) a special use permit to operate a day care center; zoned RC/High Density Apartment. Applicant: Southern Towers LLC represented by Kenneth Wire, attorney

Planning Commission Action: Deferred without objection

City Council noted the deferral.

#### **OTHER**

18. Consideration of Convening a Closed Meeting to Discuss a Personnel Matter.

**WHEREUPON**, upon motion by Councilman Wilson, seconded by Councilman Smedberg and carried unanimously, at 1:10 p.m., City Council convened in closed executive session to discuss the resignation and appointment of a specific public officer, specifically the resignation of a City Council appointee and the appointment of a successor to that appointee, pursuant to Section 2.2-3711(a)(1) of the *Code of Virginia*. The voting 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 Wilson, seconded by Councilman Smedberg and carried unanimously, at 2:20 p.m., City Council reconvened the meeting. The voting 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 Wilson, seconded by Councilman Smedberg and carried unanimously by roll-call vote, City Council adopted a resolution pertaining to the closed meeting. The voting 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. 2658

WHEREAS, the Alexandria City Council has this 13th day of December 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.

\* \* \* \* \*

#### NEW BUSINESS ITEM NO. 1:

**WHEREUPON**, upon motion by Councilman Smedberg, seconded by Councilwoman Pepper and carried unanimously, City Council appointed Mark Jinks as Acting City Manager effective January 2, 2015. The voting was as follows: In favor, Mayor Euille, Vice Mayor Silberberg, Councilman Chapman, Councilmember Lovain, Councilwoman Pepper, Councilman Smedberg and Councilman Wilson; Opposed, none.

\* \* \* \* \*

**THERE BEING NO FURTHER BUSINESS TO BE CONSIDERED**, upon motion by Councilwoman Pepper, seconded by Councilman Chapman and carried unanimously, the public hearing meeting of December 13, 2014, was adjourned at 2:25 p.m. The voting was as follows: In favor, Mayor Euille, Vice Mayor Silberberg, Councilman Chapman, Councilmember Lovain, Councilwoman Pepper, Councilman Smedberg and Councilman Wilson; Opposed, none.

APPROVED BY:

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WILLIAM D. EUILLE      MAYOR

ATTEST:

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Jacqueline M. Henderson  
City Clerk and Clerk of Council



## Legislation Details (With Text)

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|                      |   |                      |  |
|----------------------|---|----------------------|--|
| <b>File #:</b>       | 14-3573   | <b>Name:</b>         | Resignations from Boards and Commissions |
| <b>Type:</b>         | Appointment   | <b>Status:</b>       | Agenda Ready                             |
| <b>File created:</b> | 1/5/2015  | <b>In control:</b>   | City Council Legislative Meeting         |
| <b>On agenda:</b>    | 1/13/2015   | <b>Final action:</b> |  |
| <b>Title:</b>        | Receipt of the Following Resignations From Members of Boards, Commissions and Committees: |                      |  |
|                      | (a) Commission on Persons with Disabilities<br>Charles Benagh                             |                      |  |
|                      | (b) Environmental Policy Commission<br>Monica Starnes<br>Wendy Adams                      |                      |  |
|                      | (c) Human Rights Commission<br>Kristy Herrick   |                      |  |

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [14-3573 Board Resignations](#)

| Date | Ver. | Action By | Action | Result |
|------|------|-----------|--------|--------|
|------|------|-----------|--------|--------|

Receipt of the Following Resignations From Members of Boards, Commissions and Committees:

(a) Commission on Persons with Disabilities  
Charles Benagh

(b) Environmental Policy Commission  
Monica Starnes  
Wendy Adams

(c) Human Rights Commission  
Kristy Herrick

January 5, 2015

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

- (a) Commission on Persons with Disabilities  
Charles Benagh (*effective December 7, 2014*)
- (b) Environmental Policy Commission  
Monica Starnes (*effective December 17, 2014*)  
Wendy Adams (*effective December 17, 2014*)
- (c) Human Rights Commission  
Kristy Herrick (*effective December 15, 2014*)

**These resignations are for information only.**



## Legislation Details (With Text)

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|                      |  |                      |  |
|----------------------|--|----------------------|--|
| <b>File #:</b>       | 14-3572  | <b>Name:</b>         | Uncontested Appointments to Boards and Commissions |
| <b>Type:</b>         | Appointment  | <b>Status:</b>       | Agenda Ready                                       |
| <b>File created:</b> | 1/5/2015   | <b>In control:</b>   | City Council Legislative Meeting                   |
| <b>On agenda:</b>    | 1/13/2015  | <b>Final action:</b> |  |
| <b>Title:</b>        | Uncontested Appointments to Boards, Commissions and Committees:  |                      |  |
|                      | (a) Alexandria Gang Prevention Community Task Force<br>1 Member From and Representing the Parents of Youth of the City of Alexandria   |                      |  |
|                      | (b) Alexandria Redevelopment and Housing Authority<br>1 Citizen Member   |                      |  |
|                      | (c) Alexandria Renew Enterprises<br>1 Citizen Member   |                      |  |
|                      | (d) Alexandria Transportation Commission<br>1 Citizen Member Who Resides East of Quaker Lane   |                      |  |
|                      | (e) Beautification Commission<br>1 Citizen Member  |                      |  |
|                      | (f) Budget and Fiscal Affairs Advisory Committee<br>1 Member Designated by the Alexandria School Board   |                      |  |
|                      | (g) Commission on Employment<br>1 Business Representative From Among Recognized Area Businesses Including Minority-Owned and Small Businesses  |                      |  |
|                      | (h) Children, Youth and Families Collaborative Commission<br>1 Member Who Shall Be City Staff, Identified by the City Manager  |                      |  |
|                      | (i) Commission on Persons with Disabilities<br>1 Citizen Member  |                      |  |
|                      | (j) Emergency Medical Services Council<br>1 Emergency Room Physician From Alexandria Hospital  |                      |  |
|                      | (k) Environmental Policy Commission<br>1 Citizen Member<br>1 Member From the Field of Environmental Sciences (e.g., Environmental/Sanitary Engineering, Ecology, Geology, Botany, Hydrology, Chemistry) or Who Have Alexandria Waterfront Expertise  |                      |  |
|                      | (l) Historic Alexandria Resources Commission<br>1 Representative from the Old Presbyterian Meeting House<br>1 Representative of the Alexandria Association<br>1 Member Who Serves as a Volunteer at a Historic Property or Attraction Which is Open to the Public on a Regularly Scheduled Basis |                      |  |
|                      | (m) Law Library Board<br>1 Member Appointed by City Council  |                      |  |

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(n) Potomac Yard Design Advisory Committee  
1 Member Representing the Potomac West Area

(o) Public Health Advisory Commission  
1 Dentist Practicing in the City

(p) Public Records Advisory Commission  
1 Citizen Member

(q) Social Services Advisory Board  
2 Parent Members

(r) USS Alexandria Liaison Committee  
1 Citizen-at-Large Member

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [14-3572 Uncontested Appointments](#)

| Date | Ver. | Action By | Action | Result |
|------|------|-----------|--------|--------|
|------|------|-----------|--------|--------|

Uncontested Appointments to Boards, Commissions and Committees:

(a) Alexandria Gang Prevention Community Task Force  
1 Member From and Representing the Parents of Youth of the City of Alexandria

(b) Alexandria Redevelopment and Housing Authority  
1 Citizen Member

(c) Alexandria Renew Enterprises  
1 Citizen Member

(d) Alexandria Transportation Commission  
1 Citizen Member Who Resides East of Quaker Lane

(e) Beautification Commission  
1 Citizen Member

(f) Budget and Fiscal Affairs Advisory Committee  
1 Member Designated by the Alexandria School Board

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

(h) Children, Youth and Families Collaborative Commission  
1 Member Who Shall Be City Staff, Identified by the City Manager

(i) Commission on Persons with Disabilities

1 Citizen Member

(j) Emergency Medical Services Council

1 Emergency Room Physician From Alexandria Hospital

(k) Environmental Policy Commission

1 Citizen Member

1 Member From the Field of Environmental Sciences (e.g., Environmental/Sanitary Engineering, Ecology, Geology, Botany, Hydrology, Chemistry) or Who Have Alexandria Waterfront Expertise

(l) Historic Alexandria Resources Commission

1 Representative from the Old Presbyterian Meeting House

1 Representative of the Alexandria Association

1 Member Who Serves as a Volunteer at a Historic Property or Attraction Which is Open to the Public on a Regularly Scheduled Basis

(m) Law Library Board

1 Member Appointed by City Council

(n) Potomac Yard Design Advisory Committee

1 Member Representing the Potomac West Area

(o) Public Health Advisory Commission

1 Dentist Practicing in the City

(p) Public Records Advisory Commission

1 Citizen Member

(q) Social Services Advisory Board

2 Parent Members

(r) USS Alexandria Liaison Committee

1 Citizen-at-Large Member

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Name of Council Member

Endorsement

## UNCONTESTED APPOINTMENTS

### **Alexandria Gang Prevention Community Task Force**

(3-year term)

1 member from and representing the parents of youth of the City of Alexandria

\_\_\_\_\_ Chad Kirk

### **Alexandria Redevelopment and Housing Authority**

(4-year term)

1 citizen member

\_\_\_\_\_ Kara Dinowitz

### **Alexandria Renew Enterprises**

(4-year term)

1 citizen member

\_\_\_\_\_ John Hill \*

### **Alexandria Transportation Commission**

(3-year term)

1 citizen member who resides east of Quaker Lane

\_\_\_\_\_ Scott Anderson

Jerry King, vice chair, Alexandria  
Transportation Commission

### **Beautification Commission**

(2-year term)

1 citizen member

\_\_\_\_\_ Sylvia Winterling \*

### **Budget and Fiscal Affairs Advisory Committee**

(2-year term)

1 member designated by the Alexandria School Board

\_\_\_\_\_ Patrice Linehan \*

Karen Graf, chair, Alexandria  
School Board

\* incumbent



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Name of Council Member

Endorsement

## UNCONTESTED APPOINTMENTS

### **Commission on Employment**

(2-year term)

1 business representative from among recognized area businesses including minority-owned and small businesses

\_\_\_\_\_ Florence King \*

### **Children, Youth and Families Collaborative Commission**

(3-year term)

1 member who shall be City staff, identified by the City Manager

\_\_\_\_\_ Michael Mackey \*

Rashad Young, City Manager  
Sean McEneaney, chair,  
CY&FCC

### **Commission on Persons with Disabilities**

(2-year term)

1 citizen member

\_\_\_\_\_ Jennifer Murphy \*

### **Emergency Medical Services Council**

(2-year term)

1 emergency room physician from Alexandria Hospital

\_\_\_\_\_ Thomas Clark

### **Environmental Policy Commission**

(2-year term)

1 citizen member

\_\_\_\_\_ James Kapsis \*

1 member from the field of environmental sciences (e.g., environmental/sanitary engineering, ecology, geology, botany, hydrology, chemistry) or who have Alexandria waterfront expertise

\_\_\_\_\_ Scott Barstow \*

\* incumbent

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Name of Council Member

Endorsement

## UNCONTESTED APPOINTMENTS

### **Historic Alexandria Resources Commission**

(2-year term)

1 representative from the Old Presbyterian Meeting House

\_\_\_\_\_ Tobin Tracey

Donald C. Dahmann, chair of  
History and Archives Committee,  
Old Presbyterian Meeting House

1 representative of the Alexandria Association

\_\_\_\_\_ Nancy Tingen \*

Karen D. Paul, president,  
The Alexandria Association

1 member who serves as a volunteer at a historic property or attraction which is open to the public on a regularly scheduled basis

\_\_\_\_\_ Martha Harris \*

### **Law Library Board**

(3-year term)

1 member appointed by the City Council

\_\_\_\_\_ David Chamowitz \*  
(residency waiver required)

### **Potomac Yard Design Advisory Committee**

(2-year term)

1 member representing the Potomac West area

\_\_\_\_\_ Jorianne Jernberg

### **Public Health Advisory Commission**

(2-year term)

1 dentist practicing in the City

\_\_\_\_\_ Jessica Hill \*

\* incumbent

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Name of Council Member

Endorsement

UNCONTESTED APPOINTMENTS

**Public Records Advisory Commission**

(2-year term)

1 citizen member

\_\_\_\_\_ Ta-Shire Tribbett

**Social Services Advisory Board**

(3-year term)

2 parent members

\_\_\_\_\_ Jason Dechant \*

\_\_\_\_\_ Susan Newell \*

**USS Alexandria Liaison Committee**

(3-year term)

1 citizen-at-large member

\_\_\_\_\_ Andrew Lund

\* incumbent



## Legislation Details (With Text)

**File #:** 14-3540 **Name:**

**Type:** **Status:** Agenda Ready

**File created:** 12/16/2014 **In control:** City Council Legislative Meeting

**On agenda:** 1/13/2015 **Final action:**

**Title:** Consideration of a Grant Application to the U.S. Environmental Protection Agency for \$10,000 to Evaluate the Feasibility of Collecting Food Waste From Multi-family Complexes.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [14-3540 Attachment 1 Solid Waste Assistance Grant Application](#)

| Date | Ver. | Action By | Action | Result |
|------|------|-----------|--------|--------|
|------|------|-----------|--------|--------|

## City of Alexandria, Virginia

### MEMORANDUM

**DATE:** JANUARY 7, 2015

**TO:** THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

**FROM:** MARK B. JINKS, ACTING CITY MANAGER /s/

**DOCKET TITLE:**

Consideration of a Grant Application to the U.S. Environmental Protection Agency for \$10,000 to Evaluate the Feasibility of Collecting Food Waste From Multi-family Complexes.

**ISSUE:** Consideration of a Grant Application to the U.S. Environmental Protection Agency Region 3 for evaluating the viability of collecting food waste at apartment/condominium complexes for composting.

**RECOMMENDATION:** That the City Council:

1. Approve the submission of the \$10,000 grant application due February 1 for evaluating food waste collection at apartment/condominium complexes; and
2. Authorize the City Manager to execute the necessary documents that may be required.

**BACKGROUND:** U.S. Environmental Protection Agency (EPA), Region III, is soliciting proposals that

address the national priorities of increasing composting of food waste and improving recycling of municipal solid waste. This funding supports the EPA's strategic goal of land preservation and restoration. Grant awards will range from \$5,000 to \$10,000. The funding can be used to fund research, investigations, experiments, training, demonstrations, studies, surveys, and public education. City staff proposes to request \$10,000 to demonstrate the feasibility of collecting food waste for composting from two to three apartment/condominium complexes located in an urban setting for a one year period.

**DISCUSSION:** The U.S. EPA is recommending that, where feasible, localities discontinue disposing of food waste as trash because traditional disposal methods generate global climate change gases. In addition, food waste when converted into compost can be used to remediate degraded soils without the application of petroleum based fertilizers. Although many localities on the West Coast of the United States have integrated this recommendation into their solid waste management plans, most East Coast localities have only recently begun to experiment with special food waste collection (organics collection). The City of Alexandria has shown regional leadership by implementing food waste recovery for composting at its schools and recently offered residents the opportunity to bring food waste to farmers' markets for processing into compost. The Farmer's Market Composting Program, in particular, has been successful. Because the success of this effort relies on density of potential customers, City staff proposes to use the grant funding to test the viability of collecting food waste economically and trouble-free in an apartment/condominium complex. Alexandria has a number of apartment/condominium complexes that have been evaluated as suitable for a pilot demonstration given the environmental values of many of their tenants. EPA staff has indicated the City's grant request would be strong because of the expertise of the City's staff and the City's participation in such regional groups such as the Washington Metropolitan Council of Governments and the Northern Virginia Regional Commission, both good forums for 'spreading the word' about the project's results.

**FISCAL IMPACT:** No impact. The Resource Recovery Division, (Transportation & Environmental Services) is requesting grant funds in the amount of \$10,000 to cover 100% of the costs associated with the demonstration project.

**ATTACHMENTS:**

Attachment 1: Solid Waste Management Assistance Grant - EPA-R3-LCD-07

**STAFF:**

Emily Baker, P.E., Acting Deputy City Manager

Yon Lambert, AICP, Acting Director, T&ES

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

Alton Weaver, Division Chief, Resource Recovery Division, T&ES

Michael Clem, Recycling Program Analyst, Resource Recovery Division, T&ES

**Application: Solid Waste Assistance Grant – EPA-R3-LCD-07**

Project Name: Food-scrap Collection at High-rise Apartment Buildings Demonstration Project

Project Location: City of Alexandria, Virginia

Applicant's Name and Address: Resource Recovery Division  
Department of Transportation & Environmental Services  
City of Alexandria, Virginia  
2900 Business Center Drive, Alexandria, VA 22314

Project Manager: Michael Clem  
[michael.clem@alexandriava.gov](mailto:michael.clem@alexandriava.gov)  
703-746-4133

**Project Overview:** The project is designed to demonstrate the operational feasibility of collecting food scraps for composting from high-rise apartment buildings in an urban setting. This project reflects the EPA's priority of increasing composting of food waste. Given that over 60% of Alexandria's residents live in multi-family housing with only limited on-site space for composting (like most of the rest of urban America), it is critical to show that food waste can be economically collected and delivered to off-site composting facilities from high-density housing units.

**Project Management:** The project, if funded, will be managed by staff from the Recycling Office of the Resource Recovery Division of the City of Alexandria. This division is responsible for regulating and managing solid waste disposal for a city of 134,000 residents. The Recycling Office consists of three full-time staff who manages the diversion of recoverable material from Alexandria's waste stream. The project lead is Michael Clem who has over 14 years of experience implementing environmental programs at the local government level. Most recently, he has established food waste collection at Alexandria's farmer's markets. Over 500 residents deliver food waste on a weekly basis to staffed collection stations for composting. Approximately 3 tons of food scraps are collected a month. Clem also implemented a food scrap collection program at the jail of Arlington County, Virginia. The jail program demonstrated that the cost of collecting food scraps could be offset by savings from diminished trash hauling and disposal fees.

**Project Summary:** Managers of three high-rise apartment buildings (600+ units) will be recruited to work with City staff to offer their residents the opportunity to deliver food scraps to central collection units located on-site. These food waste scraps will be collected by a commercial food waste hauling company and delivered to a regional composting facility. Residents of these buildings will be invited to an on-site training seminar on 'Living Green in the City'. This seminar will be used to sign-up participants. Those who choose to participate will receive instructions, a kitchen-top collection pail, and access to an on-line forum to provide experiential feedback. The program will last six months.

**Measures of Success:** The following metrics both quantitative and qualitative will be used to gauge the success of the program:

- Number of participants (weekly goal of 150 participants ‘dropping off’ food scraps)
- Amount of food waste collected (goal of 0.5 ton per week)
- Amount of contamination (plastic bags, recyclables, utensils)
- Complaints (odor, bugs, spillage, service irregularities)
- Service costs (hauling, processing, and cleaning)
- Qualitative feedback from participants (convenience, challenges, interest)
- Qualitative feedback from building management staff (maintenance issues)

In 2015, the Resource Recovery Division intends to pilot residential food waste collection at 800 single-family homes. The costs and feasibility of this single-family pilot program would be compared to the results of the multi-family program. Depending on the results, staff would focus future resources for expansion of the best option.

**Communication, Collaboration, and Transferability:** A project summary and results in the form of a presentation will be offered to the Recycling Sub-Committee of the Washington Metropolitan Council of Governments, the Maryland Recycling Network, the Virginia Recycling Association, the Apartment and Office Building Association of Metropolitan Washington, and the Northern Virginia Regional Planning Commission. A summary article will be written including photos and offered to trade publications pertaining to building management and waste management.

### ***Implementation Schedule***

February 1 – February 28: Recruit three apartment complex managers to work with city staff to offer food waste collection at their buildings.

March 1 – March 30: Set up collection sites in buildings, train maintenance staff, obtain kitchen countertop pails, prepare outreach and education material.

April 1 – May 30: Present ‘Living Green in the City’ seminars at selected apartment buildings and recruit participants. (Flyers will be distributed to residents and promotional posters hung in lobbies and elevators). Collection sites must be ready to go after the first seminar.

May – October: Collect data and promote participation

November – December: Write up results and prepare presentation

**Budget:** Staff cost = 130 hours @ \$27 per hour; Hauling/Processing cost = \$5,000; cost of kitchen countertop pails = \$1,000; promotional materials = \$500. **Total = \$10,000.**



## Legislation Details (With Text)

**File #:** 14-3506 **Name:**  
**Type:** **Status:** Agenda Ready  
**File created:** 12/5/2014 **In control:** City Council Legislative Meeting  
**On agenda:** 1/13/2015 **Final action:**  
**Title:** Consideration of Appointment of Representatives and Alternates to the City of Alexandria's Supplemental Retirement Board.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:**

| Date | Ver. | Action By | Action | Result |
|------|------|-----------|--------|--------|
|------|------|-----------|--------|--------|

## City of Alexandria, Virginia

### MEMORANDUM

**DATE:** JANUARY 7, 2015  
**TO:** THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL  
**FROM:** MARK B. JINKS, ACTING CITY MANAGER /s/

**DOCKET TITLE:**

Consideration of Appointment of Representatives and Alternates to the City of Alexandria's Supplemental Retirement Board.

**ISSUE:** Appointment of General Schedule and Deputy Sheriff Representatives and Alternates to the Retirement Board ("Board") of the City of Alexandria's Supplemental Retirement Plan ("Plan").

**RECOMMENDATIONS:** That City Council appoint the following individuals to the City of Alexandria's Supplemental Retirement Plan Board:

- Shane Cochran as a General Schedule Representative;
- Lillian Vagnoni as a General Schedule Alternate;
- Robert Gilmore as a Deputy Sheriff Representative; and
- Valarie Wright as a Deputy Sheriff Alternate.

Assuming City Council appointment, the effective dates of these terms will be January 14, 2015 to December 31, 2018.



**DISCUSSION:** In accordance with Plan rules, the Board held elections for four expiring terms at the December 3, 2014 meeting. The Board voted to re-appoint individuals to three of the four seats (Cochran, Gilmore, and Wright). The fourth seat, a General Schedule Alternate, was previously held by Bill Eger, who chose not to run for re-election. The Board elected Lillian Vagnoni to take over that seat for the upcoming term.

**BACKGROUND:** The Board was created on December 11, 2012 and includes General Schedule, Deputy Sheriff and Fire Marshal/Medic employees. The Board is comprised of eight members and five alternates who serve as the trustees of the Plan's trust and fiduciaries of the Plan and its assets. The Board acts for the City on matters concerning the Plan's assets, including selecting and monitoring investment funds and appointing investment managers, custodians, and advisors. The Board is also charged with consulting with City management to recommend modifications to the Plan. The Plan requires Board meetings to be held each quarter of the calendar year, but meetings are held more often.

City Council has the authority to appoint Board members. The Board members are either nominated by the City Manager or by the Board. The City Manager nominates four representatives and one alternate to represent City management. The Board nominates two representatives and two alternates to represent General Schedule employees, one representative and one alternate to represent the Deputy Sheriffs, and one representative and one alternate to represent the Fire Marshals and Medics. In the event that City Council does not appoint a representative or alternate nominated by the City Manager or the Board, the nomination process must be repeated until all Board member positions are filled. The chairman and the secretary are elected by the Board members.

Participant Representatives and Participant Alternates serve four-year terms, which are staggered so that members' terms overlap but are not concurrent.

Current Participant Representatives and Alternates for the Supplemental Retirement Board are as follows:

Participant Representatives and Alternates for General Schedule Employees:

| <u>Name</u>                | <u>Current Term</u>                      |
|----------------------------|--|
| Marietta Robinson          | 12/11/2012 - 12/31/2016                  |
| Vacant Representative      |  |
| Proposed - Shane Cochran   | Once appointed, term will end 12/31/2018 |
| Brenda D'Sylva (Alternate) | 12/11/2012 - 12/31/2016                  |
| Vacant Alternate           |  |
| Proposed - Lillian Vagnoni | Once appointed, term will end 12/31/2018 |

Participant Representatives and Alternates for Deputy Sheriffs:

| <u>Name</u>               | <u>Current Term</u>                      |
|---------------------------|--|
| Vacant Representative     |  |
| Proposed - Robert Gilmore | Once appointed, term will end 12/31/2018 |
| Vacant Alternate          |  |
| Proposed - Valarie Wright | Once appointed, term will end 12/31/2018 |

Participant Representatives and Alternates for Medics and Fire Marshals:

| <u>Name</u>    | <u>Current Term</u>     |
|----------------|-------------------------|
| Nancy McFadden | 12/11/2012 - 12/31/2016 |
| Young-Ju Kim   | 1/15/2014 - 12/31/2016  |

Management Representatives and the Management Alternate serve until they resign, are removed from the Board by City Council or end their employment with the City.

Current Management Representatives and Alternate for the Supplemental Retirement Board are as follows:

| <u>Name</u>  |
|--|
| Laura Triggs, Deputy City Manager  |
| Nelsie Birch, Director, Office of Management & Budget                        |
| Vacant Management Representative (formerly Tom Gates, Deputy City Manager) * |
| Jean Kelleher, Director, Office of Human Rights                              |
| Jack Browand, Division Chief, RPCA   |

\* Staff will bring forward a recommendation to fill this vacant slot at a subsequent City Council meeting

**FISCAL IMPACT:** None.

**STAFF:**

Laura Triggs, Deputy City Manager  
Kendel Taylor, Acting Finance Director  
Michael Stewart, Acting Deputy Finance Director  
Kadira Coley, Acting Retirement Administrator



## Legislation Details (With Text)

**File #:** 14-3507 **Name:**

**Type:** **Status:** Agenda Ready

**File created:** 12/5/2014 **In control:** City Council Legislative Meeting

**On agenda:** 1/13/2015 **Final action:**

**Title:** Consideration of Appointment of a Firefighter Representative and Alternate to the City of Alexandria Firefighters and Police Officers Pension Plan Retirement Board.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

| Date | Ver. | Action By | Action | Result |
|------|------|-----------|--------|--------|
|------|------|-----------|--------|--------|

## City of Alexandria, Virginia

### MEMORANDUM

**DATE:** JANUARY 7, 2015

**TO:** THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

**FROM:** MARK B. JINKS, ACTING CITY MANAGER /s/

**DOCKET TITLE:**

Consideration of Appointment of a Firefighter Representative and Alternate to the City of Alexandria Firefighters and Police Officers Pension Plan Retirement Board.

**ISSUE:** Appointment of Firefighter and Police Officer Representatives and Alternates to the Retirement Board ("Board") of the City of Alexandria Firefighters and Police Officers Pension Plan ("Plan").

**RECOMMENDATION:** That City Council appoint the following individuals to the City of Alexandria Firefighters and Police Officers Pension Board:

- Patrick Evans as Firefighter Representative;
- Rick Muse as Firefighter Alternate;
- Ed Milner as Police Officer Representative; and
- Shirl Mammarella as Police Officer Alternate.

Assuming City Council appointment, the effective dates of these terms will be January 14, 2015 to December 31, 2018.

**DISCUSSION:** In accordance with Plan rules, Firefighter and Police Officer Plan participants held separate elections for the four expiring terms. The Firefighter Plan participants voted to re-appoint Mr. Evans and Mr. Muse in an uncontested election. The Police Officer Plan participants voted to re-elect Mr. Milner in a contested election and Ms. Mammarella in an uncontested election.

**BACKGROUND:** The Board consists of eight members and three alternates who serve as the trustees of the trust and fiduciaries of the Plan and its assets. The Board acts for the City on matters concerning the assets of the Plan, including selecting and monitoring investment funds and appointing investment managers, custodians, and advisors. The Board is also charged with consulting with City management to recommend modifications to the Plan. The Plan requires Board meetings to be held each quarter of the calendar year, but meetings are generally held more often.

City Council has the authority to appoint Board members. The Board members are either nominated by the City Manager or elected by the Voting Participants, which include both active sworn Firefighters and Police Officers as well as retired and deferred vested Plan Participants who were sworn Firefighters or Police Officers. The City Manager nominates four representatives and one alternate to represent City management. Firefighters nominate and elect through secret ballot two Participant Representatives and one Alternate. Police Officers also nominate and elect through secret ballot two Participant Representatives and one Alternate. In the event that City Council does not appoint a representative nominated by the City Manager or the Voting Participants, the nomination and election process must be repeated until all Board member positions are filled.

Current Participant Representatives and Alternates for the Firefighters and Police Officers Pension Board are as follows:

Participant Representatives and Alternates nominated and elected by Firefighters:

| <u>Name</u>              | <u>Term</u>                              |
|--------------------------|--|
| Michael Cross            | 1/1/2013 - 12/31/2016                    |
| Vacant Representative    |  |
| Proposed - Patrick Evans | Once appointed, term will end 12/31/2018 |
| Vacant Alternate         |  |
| Proposed - Rick Muse     | Once appointed, term will end 12/31/2018 |

Participant Representatives and Alternates nominated and elected by Police Officers:

| <u>Name</u>                 | <u>Term</u>                              |
|-----------------------------|--|
| Vacant Representative       |  |
| Proposed - Edward Milner    | Once appointed, term will end 12/31/2018 |
| Albert Tierney              | 1/1/2013 - 12/31/2016                    |
| Vacant Alternate            |  |
| Proposed - Shirl Mammarella | Once appointed, term will end 12/31/2018 |

Management Representatives and the Management Alternate serve until they resign, are removed from the Board by City Council or end their employment with the City.

Current Management Representatives and Alternate for the Supplemental Retirement Board are as follows:

Name

Laura Triggs, Deputy City Manager

Nelsie Birch, Director, Office of Management & Budget

Vacant Management Representative (formerly Tom Gates, Deputy City Manager) \*

Jean Kelleher, Director, Office of Human Rights

Jack Broward, Division Chief, RPCA

\* Staff will bring forward a recommendation to fill this vacant slot at a subsequent City Council meeting

**FISCAL IMPACT:** None.

**ATTACHMENTS:** None.

**STAFF:**

Laura Triggs, Deputy City Manager

Kendel Taylor, Acting Finance Director

Michael Stewart, Acting Deputy Finance Director

Kadira Coley, Acting Retirement Administrator



## Legislation Details (With Text)

**File #:** 14-3561 **Name:**  
**Type:** **Status:** Agenda Ready  
**File created:** 12/30/2014 **In control:** City Council Legislative Meeting  
**On agenda:** 1/13/2015 **Final action:**  
**Title:** Consideration of a Grant Application to the Virginia Department of Health (VDH) for Rape Prevention Education.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:**

| Date | Ver. | Action By | Action | Result |
|------|------|-----------|--------|--------|
|------|------|-----------|--------|--------|

## City of Alexandria, Virginia

### MEMORANDUM

**DATE:** JANUARY 7, 2015  
**TO:** THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL  
**FROM:** MARK B. JINKS, ACTING CITY MANAGER /s/

**DOCKET TITLE:**

Consideration of a Grant Application to the Virginia Department of Health (VDH) for Rape Prevention Education.

**ISSUE:** Consideration of a grant application to the Virginia Department of Health (VDH) for funding to develop and expand the Department of Community and Human Services' (DCHS) sexual assault prevention services. The initial period of the contract is March 1, 2015 through January 31, 2016. The contract may be renewed for up to four 1-year periods, contingent on funding

**RECOMMENDATION:** That City Council:

- 1) Authorize the submission of an application to VDH for funding in the amount of \$46,151 to be used to develop training to give professionals strategies to prevent the perpetration of sexual violence in Lesbian, Gay, Bisexual, Transgender (LGBT) communities; and, to provide information on sexual assault prevention to all youth in the City's schools and youth-serving organizations;

- 2) Approve the increase from a 0.50 FTE to 1.0 FTE to deliver evidence-based sexual violence prevention programming to youth.

Grant funding is expected to be ongoing. Nevertheless, the individual who fills this grant-funded position will be notified that the position may terminate if grant funds become unavailable in the future. The employee will also be required to sign an agreement of understanding about this as a condition of employment at the time they are hired. If grant funding becomes unavailable in the future, outcome data will be analyzed to determine the project's effectiveness and may be used to search for alternative funding and/or to reprioritize current DCHS funding to support the program's continuation. If, however, grant funding becomes unavailable and alternative ongoing funding cannot be secured, the position will be eliminated.; and

- 3) Authorize the City Manager to execute all necessary documents that may be required.

**BACKGROUND:** DCHS staff was notified on December 19, 2014 of a competitive ongoing funding opportunity from the Virginia Department of Health (VDH) for Sexual Assault Centers. The application is due on January 22, 2015.

Sexual violence is a significant public health problem in Virginia due to its impact on the physical, mental and emotional health of those who have been victimized. According to the National Intimate Partner and Sexual Violence Survey (NISVS), conducted by the CDC in 2010, the lifetime prevalence of rape by any perpetrator among women was 11.4%, or an estimated 354,000 victims (Black et al., 2011). Furthermore, the NISVS found that 20.9% of men in Virginia had been victims of sexual violence other than rape. According to national data from the same survey conducted in 2011, most perpetrators of rape were male, regardless of the gender of the victim (Breiding et al., 2014). Additionally, the CDC also found that, for the majority of victims of sexual violence, the perpetrators are known to them prior to the episode of violence, as intimate partners, friends, or acquaintances.

Sexual violence, including rape, is preventable. Recognizing this, Congress passed the Violence Against Women Act (VAWA) in 1994. This landmark legislation established the Rape Prevention and Education (RPE) program at the CDC. The goal of the RPE program is to strengthen sexual violence primary prevention efforts at the local, state, and national level.

**DISCUSSION:** This application addresses a critical need for prevention education with an emphasis on adolescents in our community. Almost half of the rapes in the United States are committed against victims under the age of seventeen. Many adolescent rape survivors experience considerable trauma that often results in a variety of psychological problems including depression and eating disorders, which can continue into their adult years. Additionally, young victims often find it difficult to concentrate on their schoolwork and experience feelings of helplessness and powerlessness. The Sexual Assault Center currently employs a part-time (.50 FTE) Outreach/Prevention Specialist to provide sexual violence prevention programming in the City's schools and in youth-serving agencies. This grant, if awarded, would increase the position to full-time which will allow the Sexual Assault Center to increase the number of sessions and youth served. The Sexual Assault Center will also develop training to give professionals strategies to prevent the perpetration of sexual violence in LGBT communities. Further, this grant would enable the Sexual Assault Center to implement community education initiatives regarding sexual violence and its causes.

**FISCAL IMPACT:** The funding request in this grant application totals \$46,151. There is no match requirement. If grant funding becomes unavailable and alternative ongoing funding cannot be secured, the position will revert to its part-time status.

The City is responsible for the normal administrative costs associated with this grant. These costs include financial and reporting oversight provided by DCHS, the administering agency. Existing administrative staff will provide these functions.

**ATTACHMENTS:**

None

**STAFF:**

Debra R. Collins, Deputy City Manager

Kate Garvey, Director, DCHS

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

Jim Fleming, Fiscal Officer III, DCHS

Claire Dunn, Division Chief, DCHS





## Legislation Details (With Text)

**File #:** 14-3149 **Name:** Monthly Financial Report  
**Type:** **Status:** Agenda Ready  
**File created:** 9/10/2014 **In control:** City Council Legislative Meeting  
**On agenda:** 1/13/2015 **Final action:**  
**Title:** Consideration of the Monthly Financial Report for the Period Ending November 30, 2014.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [14-3149 Monthly Financial Report for the Period Ending November 30, 2014](#)

| Date | Ver. | Action By | Action | Result |
|------|------|-----------|--------|--------|
|------|------|-----------|--------|--------|

## City of Alexandria, Virginia

### MEMORANDUM

**DATE:** JANUARY 7, 2015  
**TO:** THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL  
**FROM:** MARK B. JINKS, ACTING CITY MANAGER /s/

**DOCKET TITLE:**

Consideration of the Monthly Financial Report for the Period Ending November 30, 2014.

**ISSUE:** Receipt of the Monthly Financial Report for the period ending November 30, 2014.

**RECOMMENDATION:** That City Council receive the Monthly Financial Report (Attachment 1).

**BACKGROUND:** The following discussion is a summary of the Monthly Financial Report for this period.  
The complete report is attached.

Through the first five months of FY 2015, year-to-date General Fund revenues and expenditures were within one percent of the four-year average for percent of budget collected and spent to date. Expenditures were 0.2% less than the average rate, while revenues were 0.6% less than the average rate. For reference purposes, in FY 2015 0.2% of the budget is approximately \$1.2 million, and 0.6% is approximately \$3.8 million. It is important to look at revenues compared to expenditures. While expenditures to-date are tracking below average, revenues

are further below average. Early projections indicate that FY 2015 actual revenues may fall about \$3 million below budgeted revenues. Since actual expenses in a fiscal year usually fall below budgeted expenses, a revenue shortfall of this magnitude can be accommodated by carefully managing the expense side of the FY 2015 budget. In January, staff will produce a more comprehensive projection of FY 2015 year-end revenues and expenditures based on data through the midpoint of the fiscal year. This FY 2015 revenue situation will also have FY 2016 revenue implications.

Through the first five months of the fiscal year, revenue received from General Property taxes, including real and personal property, was 0.2% less than the four-year average percent of budget collected. At this point in the fiscal year more than 96% of the budgeted amount of personal property taxes have been collected. The second-half real property payment was due on November 17th and approximately 49% of the budgeted real property tax revenue has been collected. Communication Sales and Use taxes continue to lag compared to the four-year average due to changes in consumer behavior and the tax rates assessed on the bundled services. Other Revenue, consisting of purchase card rebates, insurance recoveries and other miscellaneous items is low compared to the four-year average due to an unusually high amount of insurance recoveries that were received in 2013 (\$1.2 million) following significant storm damages in the prior year, which elevates the four-year average rate. As reported in prior months, revenue from the Commonwealth is expected to be \$0.8 million less than budget due to a reduction in aid from the State.

As of November 30, 2014, General Fund expenditures totaled \$220.3 million, or 34.3% of budgeted expenditures. Compared to the historical four-year average, the City has spent 0.2% less of its budget in FY 2015. Non-personnel expenditures are 0.3% less than the four-year average, and the percent of personnel budget expended is 1.1% lower than the four-year average.

Transient Lodging and Unemployment Rates are the economic indicators highlighted in this month's report. Additional economic, revenue, and expenditure charts are also available on the City of Alexandria website at: [alexandriava.gov/FinancialReports](http://alexandriava.gov/FinancialReports)

### **ATTACHMENTS:**

Attachment 1: Monthly Financial Report for the Period Ending November 30, 2014

### **STAFF:**

Nelsie L. Birch, Director, Office of Management and Budget (OMB)  
Morgan Routt, Assistant Director, OMB  
Kendel Taylor, Acting Director, Finance Department  
Martina Alexander, Tax Services and Enforcement Supervisor, Finance Department  
Alyssa Ha, Budget/Management Analyst, OMB  
Berenice Harris, Acting Comptroller, Finance Department

CITY OF ALEXANDRIA, VIRGINIA

# Monthly Financial Report

## November 2014



### Report Summary

Through the first five months of FY 2015, year-to-date General Fund revenues and expenditures were within one percent of the four-year average for percent of budget collected and spent to date. Expenditures were 0.2% less than the average rate, while revenues were 0.6% less than the average rate. For reference purposes, in FY 2015 0.2% of the budget is approximately \$1.2 million, and 0.6% is approximately \$3.8 million. It is important to look at revenues compared to expenditures. While expenditures to-date are tracking below average, revenues are further below average. Revenues will need to exceed expenditures by at least \$2.9 million in order to avoid using fund balance for a third straight fiscal year, however at the current rate, expenditures would exceed revenues. If this trend continues, the City will experience a year-end shortfall. In that case, any gap would need to be addressed with changes in departmental spending plans, which would impact programs and services. In January, staff will produce a more comprehensive projection of year-end revenues and expenditures based on data through the midpoint of the fiscal year.

Through the first five months of the fiscal year, revenue received from General Property taxes, including real and personal property, was 0.2% less than the four-year average percent of budget collected. At this point in the fiscal year more than 96% of the budgeted amount of personal property taxes have been collected. The second-half real property payment was due on November 17th and approximately 49% of the budgeted real property tax revenue has been collected. Communication Sales and Use taxes continue to lag compared to the four-year average due to changes in consumer behavior and the tax rates assessed on the bundled services. Other Revenue, consisting of purchase card rebates, insurance recoveries and other miscellaneous items is low compared to the four-year average due to an unusually high amount of insurance recoveries that were received in 2013 (\$1.2 million) following significant storm damages in the prior year, which elevates the four-year average rate. As reported in prior months, revenue from the Commonwealth is expected to be \$0.8 million less than budget due to a reduction in aid from the State.

As of November 30, 2014, General Fund expenditures totaled \$220.3 million, or 34.3% of budgeted expenditures. Compared to the historical four-year average, the City has spent 0.2% less of its budget in FY 2015. Non-personnel expenditures are 0.3% less than the four-year average, and the percent of personnel budget expended is 1.1% lower than the four-year average.

CITY OF ALEXANDRIA, VIRGINIA

# Monthly Financial Report

## November 2014



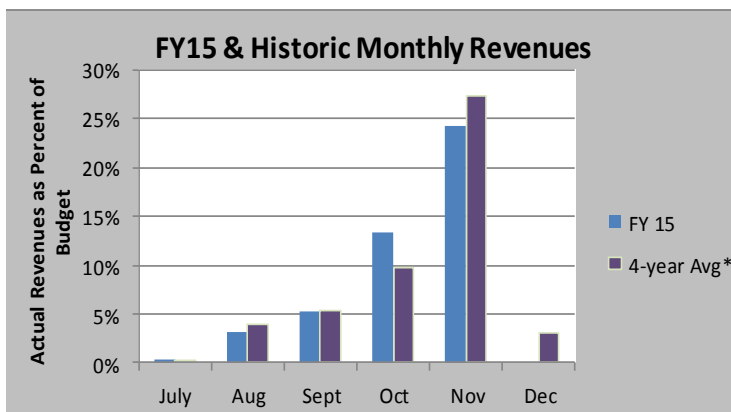
### Economic Indicators

Transient Lodging and Unemployment Rates are the economic indicators highlighted in this month's report. Alexandria Convention and Visitors Association received statistics from Smith Travel Research indicating that Alexandria's hotel occupancy rate increased from 59.4% in November 2013 to 67.4% in November 2014. However, the data is skewed as three lower priced hotels in Alexandria have closed recently. Two were converted to apartments and one may re-open later this calendar year. As a result, if the number of rooms rented was the same with or without the closures, the occupancy rate would be higher with the closures due to lower total inventory. The average daily room rate increased by 11% compared to November 2013. Transient Lodging tax collections are 3.4% above the four-year average for percent of budget collected to date, which is helping to offset declines in other taxes in the Other Local Tax category that is overall 1.0% behind the average despite the transient lodging gains. Alexandria's unemployment rate dropped 0.5% from September 2014 (4.1%) to October 2014 (3.6%), and the number of employed increased by 722 persons. This represents the lowest October unemployment rate in four years. Job growth, however, continues to trail the national average. Additional economic, revenue, and expenditure charts are also available on the City of Alexandria website at: [alexandriava.gov/FinancialReports](http://alexandriava.gov/FinancialReports). Attached are General Fund revenue and expenditure tables.

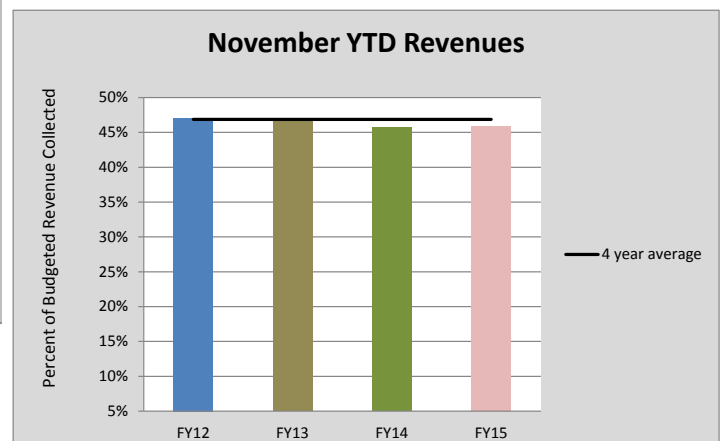
# REVENUES



As of November 30, 2014, General Fund revenues totaled \$294.9 million, which is 0.6% less than the four-year average percent of budget through November. Through the first five months of the fiscal year, the City is 0.2% behind the four year average rate of revenue received for all general property taxes, including real and personal property. The payment deadline for all personal property was October 5th and at this point in the fiscal year more than 96% of the budgeted amount has been collected. The remaining taxes to be collected represent new registrations and delinquent tax collections. The second-half real property payment was due on November 17th and payments to date represent approximately 49% of the budgeted real property tax revenue has been collected. Other local taxes are 1.0% below the four-year average, intergovernmental revenues are 1.4% below average and 1.8% above FY 2014, and other revenues are 3.2% below average.



\* 4-year average data comes from FY 2011-FY 2014 data



\* 4-year average data comes from FY 2011-FY 2014 data

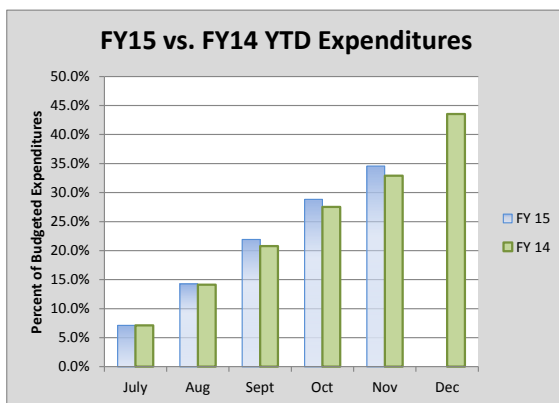
## REVENUE VARIANCES IN DETAIL

| Variances in FY15 YTD Revenue from the 4-year average | % increase/(decrease) of budgeted revenue collected from 4-yr average | Explanation  |
|---|---|--|
| Consumer Utility Taxes                                | (7.9%)  | Consumer utility taxes are significantly lower when compared with the four-year average due to the timing of the October payments, which are recorded in December this year. If October payments are reflected in November as they were in the four year average, the consumer utility tax would reflect an increase of 1.8% over the four-year average.                   |
| Other Revenue   | (31.7%)   | Other Revenue, consisting of purchase card rebates, insurance recoveries and other miscellaneous items is low compared to the four-year average, but this is attributable to an unusually high amount of insurance recoveries that were received in 2013 (\$1.2 million) following significant storm damages in the prior year, which elevates the four year average rate. |

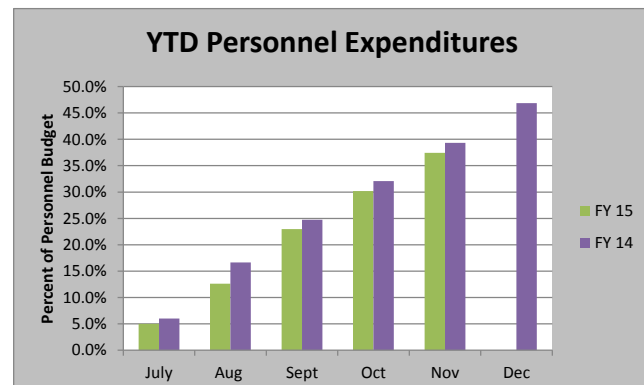
# EXPENDITURES



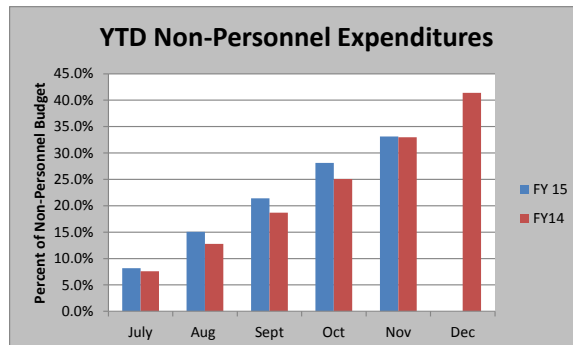
As of November 30, 2014, General Fund expenditures totaled \$220.3 million, or 34.3% of budgeted expenditures. Compared to the historical four-year average, the City spent has spent 0.2% less of its budget in FY 2015. Personnel expenditures are 1.1% less than the four-year average percent of budget spent to date, and non-personnel expenditures are 0.3% less than average. The charts below comparing the current fiscal year to last year's percent of budget expended show that non-personnel expenditures exceed last year's pace, but personnel expenditures are below last year and overall expenditures are roughly equivalent to last year.



Percent of budget expended is slightly higher than last year, but is slightly lower than the 4-year average



At this point in the fiscal year, the City YTD Personnel continues to be slightly lower than last year.



YTD Non-personnel expenditures are almost exactly in line with where they were in the previous fiscal year

## EXPENDITURE VARIANCES IN DETAIL

| Variations in FY15 YTD Expenditures from the 4 -year average | % increase/(decrease) of budgeted expenditures from 4-yr avg. | Explanation  |
|--|---|--|
| Cash Match   | 25.4%   | Transfers to Special Revenue Funds are above historical averages due to the new General Fund transfer of transportation funding which occurs at the beginning of the fiscal year and is required to draw down the City's share of regional Northern Virginia Transportation Authority (NVTA) revenues. |
| General Cash Capital   | 100%  | Cash Capital has not been expended at this point in time because there are balances in active projects. In the past expenditure of Cash Capital typically took place in September.   |

# ECONOMIC INDICATORS

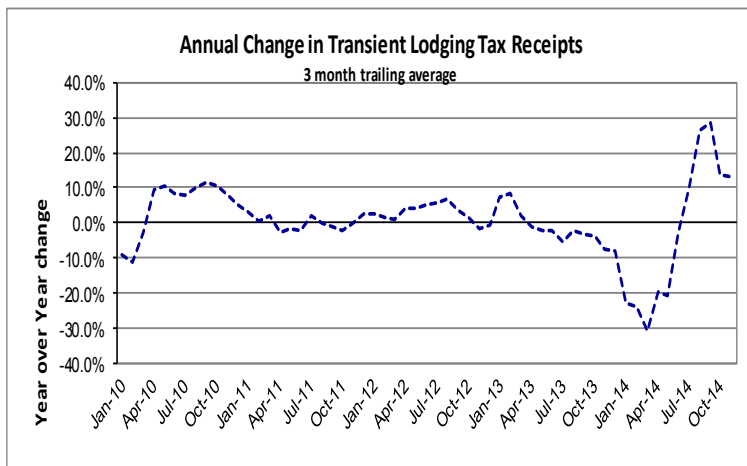


## Transient Lodging Tax Receipts

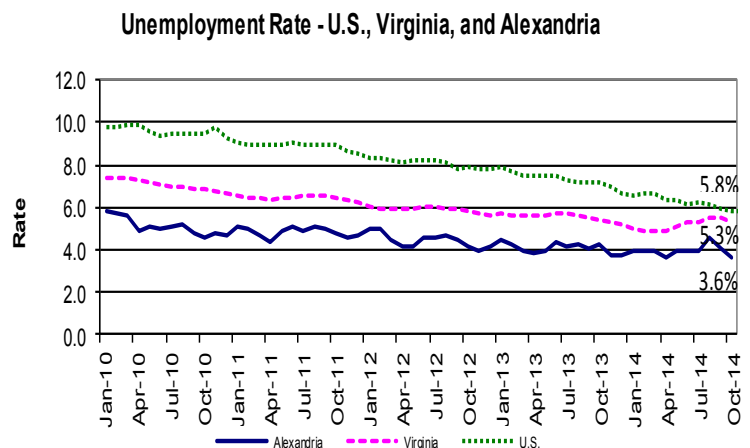
The City of Alexandria's hotel industry continues to see noticeable improvement. Looking at the Annual Change in Transient Lodging Tax Receipts chart, the change has continued to improve since April, and as of November the three-month trailing average is 13.2% higher than it was at the same month in the previous year. The national outlook for the hotel industry also looks favorable. According to Smith Travel Research, via ACVA, Alexandria's hotel occupancy rate increased from 59.4% in November 2013 to 67.4% in November 2014. The average daily room rate also increased by 11% compared to November 2013.

## Unemployment Rate

Alexandria's unemployment rate dropped 0.5% from September 2014 (4.1%) to October 2014 (3.6%), and the number of employed increased by 722 persons. This represents the lowest October unemployment rate in four years. Continued decrease to this indicator may potentially translate into a slight rise of consumption based taxes, such as sales taxes and restaurant meals taxes. However, while unemployment has steadily declined since the recession, job growth has yet to recover.



Source: Finance Department  
Through November 2014



Source: U.S. Department of Labor, Bureau of Labor Statistics  
Alexandria, Virginia through October, US data through November

This is only a sampling of a few economic indicators that the City of Alexandria tracks. Some more information and detail on indicators, please visit the financial report website at: <http://www.alexandriava.gov/FinancialReports>

## CONTINGENT RESERVES

Council set aside \$7,956 in Contingent Reserves for City-wide street light assessment. Council released these funds on November 11, 2014.

## ATTACHMENT 1



**CITY OF ALEXANDRIA, VIRGINIA**

**COMPARATIVE STATEMENT OF REVENUES**

**GENERAL FUND**

**FOR THE PERIODS ENDING NOVEMBER 30, 2014**

|  | <b>B</b>              | <b>C</b>              | <b>D=C/B</b>     | <b>E</b>           | <b>F=D-E</b>      |
|--|-----------------------|-----------------------|------------------|--------------------|-------------------|
|  | <b>FY2015</b>         | <b>FY2015</b>         | <b>FY2015</b>    | <b>4 YR AVER %</b> | <b>VARIANCE</b>   |
|  | <b>BUDGET</b>         | <b>REVENUES</b>       | <b>%</b>         | <b>OF REVENUES</b> | <b>FY 2015 TO</b> |
|  |                       | <b>THRU11/30/14</b>   | <b>OF BUDGET</b> | <b>RECEIVED</b>    | <b>4 YR AVER</b>  |
| <b>General Property Taxes</b>          |                       |                       |                  |                    |                   |
| Real Property Taxes.....               | \$ 369,652,723        | \$ 180,657,685        | 48.9%            | 49.2%              | -0.3%             |
| Personal Property Taxes.....           | \$ 41,286,000         | \$ 39,802,333         | 96.4%            | 96.6%              | -0.2%             |
| Penalties and Interest.....            | \$ 2,145,000          | \$ 576,487            | 26.9%            | 22.5%              | 4.4%              |
| Total General Property Taxes           | \$ 413,083,723        | \$ 221,036,505        | 53.5%            | 53.7%              | -0.2%             |
| <b>Other Local Taxes</b>               |                       |                       |                  |                    |                   |
| Local Sales and Use Taxes.....         | \$ 26,900,000         | \$ 5,968,486          | 22.2%            | 24.6%              | -2.4%             |
| Consumer Utility Taxes.....            | 12,200,000            | 2,825,899             | 23.2%            | 31.1%              | -7.9%             |
| Communication Sales and Use Taxes..... | 11,200,000            | 2,704,591             | 24.1%            | 23.7%              | 0.4%              |
| Business License Taxes.....            | 33,000,000            | 1,241,756             | 3.8%             | 3.9%               | -0.1%             |
| Transient Lodging Taxes.....           | 11,300,000            | 4,089,869             | 36.2%            | 32.8%              | 3.4%              |
| Restaurant Meals Tax.....              | 17,700,000            | 5,188,787             | 29.3%            | 31.7%              | -2.4%             |
| Tobacco Taxes.....                     | 3,060,000             | 1,073,678             | 35.1%            | 33.5%              | 1.6%              |
| Motor Vehicle License Tax.....         | 3,400,000             | 2,764,839             | 81.3%            | 82.2%              | -0.9%             |
| Real Estate Recordation.....           | 5,400,000             | 2,044,696             | 37.9%            | 36.0%              | 1.9%              |
| Admissions Tax.....                    | 1,000,000             | 250,986               | 25.1%            | 30.8%              | -5.7%             |
| Other Local Taxes.....                 | 3,640,000             | 425,194               | 11.7%            | 6.8%               | 4.9%              |
| Total Other Local Taxes                | \$ 128,800,000        | \$ 28,578,781         | 22.2%            | 23.2%              | -1.0%             |
| <b>Intergovernmental Revenues</b>      |                       |                       |                  |                    |                   |
| Revenue from the Fed. Government.....  | \$ 9,976,119          | \$ 2,281,659          | 22.9%            | 21.1%              | 1.8%              |
| Personal Property Tax Relief from      |                       |                       |                  |                    | 0.0%              |
| the Commonwealth.....                  | 23,578,531            | 22,399,604            | 95.0%            | 90.6%              | 4.4%              |
| Revenue from the Commonwealth.....     | 22,803,885            | 6,925,101             | 30.4%            | 34.1%              | -3.7%             |
| Total Intergovernmental Revenues       | \$ 56,358,535         | \$ 31,606,364         | 56.1%            | 57.5%              | -1.4%             |
| <b>Other Governmental Revenues And</b> |                       |                       |                  |                    |                   |
| <b>Transfers In</b>                    |                       |                       |                  |                    |                   |
| Fines and Forfeitures.....             | \$ 5,815,000          | \$ 1,974,218          | 34.0%            | 40.2%              | -6.2%             |
| Licenses and Permits.....              | 2,496,775             | 1,131,157             | 45.3%            | 50.6%              | -5.3%             |
| Charges for City Services.....         | 18,074,326            | 8,202,992             | 45.4%            | 45.0%              | 0.4%              |
| Revenue from Use of Money & Prop.....  | 4,850,000             | 1,857,252             | 38.3%            | 39.3%              | -1.0%             |
| Other Revenue.....                     | 1,220,442             | 540,740               | 44.3%            | 76.0%              | -31.7%            |
| Transfer from Other Funds.....         | 3,206,574             | -                     | 0.0%             | 0.0%               | 0.0%              |
| Total Other Governmental Revenues      | \$ 35,663,117         | \$ 13,706,360         | 38.4%            | 41.6%              | -3.2%             |
| <b>TOTAL REVENUE</b>                   | <b>\$ 633,905,375</b> | <b>\$ 294,928,009</b> | <b>46.5%</b>     | <b>46.9%</b>       | <b>-0.4%</b>      |
| <b>Appropriated Fund Balance</b>       |                       |                       |                  |                    |                   |
| General Fund.....                      | \$ 3,014,527          | \$ -                  | 0.0%             |                    |                   |
| Appropriated refunding bond proceeds   | -                     | -                     |                  |                    |                   |
| Reappropriation of FY 2015             | -                     | -                     |                  |                    |                   |
| Encumbrances And Other                 | -                     | -                     |                  |                    |                   |
| Supplemental Appropriations....        | -                     | -                     |                  |                    |                   |
| <b>TOTAL</b>                           | <b>\$ 636,919,902</b> | <b>\$ 294,928,009</b> | <b>46.3%</b>     | <b>46.9%</b>       | <b>-0.6%</b>      |



# ATTACHMENT 2

41.7% of Fiscal Year Completed  
39.84% of Payrolls Processed

Online Reference 3



## COMPARATIVE STATEMENT OF EXPENDITURES & TRANSFERS BY FUNCTION GENERAL FUND FOR THE PERIODS ENDING NOVEMBER 30, 2014

|  | B              | C              | D=C/B     | E           | F=D-E      |
|--|----------------|----------------|-----------|-------------|------------|
|  | FY2015         | FY2015         | %         | 4 YR AVER % | VARIANCE   |
|  | BUDGET         | EXPENDITURES   | OF BUDGET | OF BUDGET   | FY 2015 TO |
| FUNCTION   |                | THRU 11/30/14  | EXPENDED  | EXPENDED    | 4 YR AVER  |
| Legislative & Executive.....                           | \$ 8,225,152   | \$ 3,035,661   | 36.9%     | 38.0%       | -1.1%      |
| Judicial Administration.....                           | \$ 41,870,331  | \$ 16,272,181  | 38.9%     | 40.7%       | -1.8%      |
| <b>Staff Agencies</b>                                  |                |                |           |             |            |
| Information Technology Services.....                   | \$ 11,016,776  | \$ 3,795,592   | 34.5%     | 40.4%       | -5.9%      |
| Management & Budget.....                               | 1,317,834      | 466,869        | 35.4%     | 33.7%       | 1.7%       |
| Finance.....   | 14,388,306     | 4,486,926      | 31.2%     | 33.5%       | -2.3%      |
| Human Resources.....                                   | 3,893,033      | 1,120,443      | 28.8%     | 39.0%       | -10.2%     |
| Planning & Zoning.....                                 | 5,352,812      | 1,984,656      | 37.1%     | 40.7%       | -3.6%      |
| Economic Development Activities.....                   | 5,177,816      | 2,597,715      | 50.2%     | 48.9%       | 1.3%       |
| City Attorney.....                                     | 2,767,025      | 1,066,094      | 38.5%     | 34.5%       | 4.0%       |
| Registrar.....   | 1,271,261      | 492,125        | 38.7%     | 48.0%       | -9.3%      |
| General Services.....                                  | 13,812,484     | 5,089,460      | 36.8%     | 37.1%       | -0.3%      |
| Total Staff Agencies                                   | \$ 58,997,345  | \$ 21,099,879  | 35.8%     | 38.3%       | -2.5%      |
| <b>Operating Agencies</b>                              |                |                |           |             |            |
| Transportation & Environmental Services.....           | 28,927,602     | 10,876,293     | 37.6%     | 41.3%       | -3.7%      |
| Fire.....  | 44,301,513     | 16,396,311     | 37.0%     | 43.4%       | -6.4%      |
| Police.....  | 55,854,036     | 22,447,608     | 40.2%     | 42.1%       | -1.9%      |
| Emergency Communications.....                          | 7,225,189      | 2,733,293      | 37.8%     | 38.4%       | -0.6%      |
| Code.....  | 141,475        | 40,242         | 28.4%     | 37.3%       | -8.9%      |
| Transit Subsidies.....                                 | 7,893,940      | 3,587,537      | 45.4%     | 49.0%       | -3.6%      |
| Housing.....   | 1,808,108      | 714,839        | 39.5%     | 31.7%       | 7.8%       |
| Community and Human Services.....                      | 14,271,853     | 5,871,898      | 41.1%     | 33.7%       | 7.4%       |
| Health.....  | 8,389,202      | 3,855,194      | 46.0%     | 41.6%       | 4.4%       |
| Historic Resources.....                                | 2,856,516      | 1,126,727      | 39.4%     | 40.9%       | -1.5%      |
| Recreation.....  | 21,180,469     | 8,597,096      | 40.6%     | 41.4%       | -0.8%      |
| Total Operating Agencies                               | \$ 192,849,904 | \$ 76,247,037  | 39.5%     | 40.8%       | -1.3%      |
| <b>Education</b>                                       |                |                |           |             |            |
| Schools.....   | 191,811,472    | 60,048,177     | 31.3%     | 31.4%       | -0.1%      |
| Other Educational Activities.....                      | 11,877         | 5,939          | 50.0%     | 50.0%       | 0.0%       |
| Total Education  | \$ 191,823,349 | \$ 60,054,116  | 31.3%     | 31.4%       | -0.1%      |
| <b>Capital, Debt Service and Miscellaneous</b>         |                |                |           |             |            |
| Debt Service.....                                      | \$ 62,664,899  | 20,165,348     | 32.2%     | 27.8%       | 4.4%       |
| Non-Departmental.....                                  | 8,340,280      | 4,543,146      | 54.5%     | 48.3%       | 6.2%       |
| General Cash Capital.....                              | 18,058,794     | -              | 0.0%      | 100.0%      | -100.0%    |
| Contingent Reserves.....                               | 7,956          | -              | 0.0%      | -           | -          |
| Total Capital, Debt Service and Miscellaneous          | \$ 89,071,929  | \$ 24,708,494  | 27.7%     | 35.2%       | -7.5%      |
| <b>TOTAL EXPENDITURES</b>                              | \$ 582,838,011 | \$ 201,417,367 | 34.6%     | 36.6%       | -2.0%      |
| <b>Cash Match (Transportation/DCHS/</b>                |                |                |           |             |            |
| <b>and Transfers to the Special Revenue /Capital I</b> |                |                |           |             |            |
| .....  | \$ 40,731,189  | \$ 11,052,940  | 27.1%     | 1.7%        | 25.4%      |
| Transfer to Library.....                               | 6,607,160      | 2,753,204      | 41.7%     | 39.5%       | 2.2%       |
| Transfer to NVT.....                                   | 12,167,000     | 5,069,989      | 41.7%     | N/A         | N/A        |
| <b>TOTAL EXPENDITURES &amp; TRANSFERS</b>              | \$ 642,343,360 | \$ 220,293,499 | 34.3%     | 16.7%       | 17.6%      |
| <b>Total Expenditures by Category</b>                  |                |                |           |             |            |
| Salaries and Benefits.....                             | \$ 207,744,557 | 77,810,123     | 37.5%     | 38.6%       | -1.1%      |
| Non Personnel (includes all school funds) .....        | 434,598,803    | 142,483,376    | 32.8%     | 32.5%       | 0.3%       |
| <b>Total Expenditures</b>                              | \$ 642,343,360 | \$ 220,293,499 | 34.3%     | 34.5%       | -0.2%      |



## Legislation Details (With Text)

**File #:** 14-3422 **Name:**  
**Type:** Ordinance **Status:** Agenda Ready  
**File created:** 11/14/2014 **In control:** City Council Legislative Meeting  
**On agenda:** 1/13/2015 **Final action:**  
**Title:** Introduction and First Reading. Consideration. Passage on First Reading of an Ordinance to Revise the Alexandria Commission for the Arts as Outlined in the Public Art Policy and the Public Art Implementation Plan.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [14-3422 Ord Cover Commission of Arts](#)  
[14-3422 Commission for the Arts Ordinance](#)  
[14-3422 Proposed ACA Roster](#)

| Date | Ver. | Action By | Action | Result |
|------|------|-----------|--------|--------|
|------|------|-----------|--------|--------|

## City of Alexandria, Virginia

### MEMORANDUM

**DATE:** JANUARY 7, 2015  
**TO:** THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL  
**FROM:** MARK B. JINKS, ACTING CITY MANAGER /s/

**DOCKET TITLE:**

Introduction and First Reading. Consideration. Passage on First Reading of an Ordinance to Revise the Alexandria Commission for the Arts as Outlined in the Public Art Policy and the Public Art Implementation Plan.

**ISSUE:** Review the revised ordinance for the Alexandria Commission for the Arts as outlined in the Public Art Policy and the Public Art Implementation Plan.

**RECOMMENDATION:** That City Council introduce the ordinance on first reading and set it for public hearing and final adoption on January 24, 2015.

**BACKGROUND:**

On December 13, 2014 City Council approved the Public Art Policy and the Public Art Implementation Plan.

The new policy outlines a new structure and expanded roles and responsibilities for the Alexandria Commission for the Arts to incorporate responsibilities and Commissioner expertise that had belonged to the Public Art Committee and its members.

The revised ordinance reflects the structure outlined in the new Public Art Policy and the Public Art Implementation Plan.

At their September, 2014 meetings the Public Art Committee and the Alexandria Commission for the Arts voted to support the revised Alexandria Commission for the Arts Ordinance and incorporating members of the Public Art Committee onto the Commission.

**TRANSITION:**

Existing members of the Alexandria Commission for the Arts and the Public Art Committee will be reclassified into the new categories and areas of expertise outlined in the policy.

In accordance with City policy, four vacancies for the Alexandria Commission for the Arts will be posted for the existing Public Art Committee members to apply. This will temporarily increase the Commission membership from 16 to 18.

Through attrition, the Commission expects to be in alignment with the new policy within two years.

**FISCAL IMPACT:** None

**ATTACHMENTS:**

Attachment 1: Ordinance Cover for the Alexandria Commission for the Arts

Attachment 2: Revised Ordinance for the Alexandria Commission for the Arts

Attachment 3: Proposed ACA Roster

**STAFF:**

Emily Baker, Acting Deputy City Manager

Karen Snow, Assistant City Attorney

James Spengler, Director, Recreation Parks & Cultural Activities

Diane Ruggiero, Deputy Director, Recreation, Parks & Cultural Activities

1 Introduction and first reading: January 13, 2015  
2 Public hearing: January 24, 2015  
3 Second reading and enactment: January 24, 2015  
4  
5

6 INFORMATION ON PROPOSED ORDINANCE  
7

8 Title  
9

10 AN ORDINANCE to amend and reordain Article K (ALEXANDRIA COMMISSION FOR THE  
11 ARTS), Chapter 4 (COMMITTEES, BOARDS AND COMMISSIONS), of Title 2  
12 (GENERAL GOVERNMENT) of The Code of the City of Alexandria, Virginia, 1981 as  
13 amended.  
14

15 Summary  
16

17  
18 The proposed ordinance revises the qualifications for members of the Alexandria  
19 Commission for the Arts and amends the Commission's functions, powers and duties.  
20

21 Sponsor  
22

23 N/A  
24

25 Staff  
26

27 Mark Jinks, Acting City Manager  
28 Diane Ruggiero, Deputy Director Office of the Arts  
29 Karen S. Snow, Assistant City Attorney  
30

31 Authority  
32

33 § 2.01, (Alexandria City Charter)  
34

35 Estimated Costs of Implementation  
36

37 None  
38

39 Attachments in Addition to Proposed Ordinance and its Attachments (if any)  
40

41 None  
42  
43  
44  
45  
46  
47  
48

- 1 Introduction: January 13, 2015
- 2 First Reading: January 13, 2015
- 3 Public Hearing: January 24, 2015
- 4 Second Reading: January 24, 2015
- 5 Final Passage: January 24, 2015
- 6

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE to amend and reordain Article K (ALEXANDRIA COMMISSION FOR THE ARTS), Chapter 4 (COMMITTEES, BOARDS AND COMMISSIONS), of Title 2 (GENERAL GOVERNMENT) of The Code of the City of Alexandria, Virginia, 1981, as amended.

THE CITY COUNCIL OF ALEXANDRIA HEREBY ORDAINS:

Section 1. That Article K, Chapter 4, all of Title 2 of the Code of the City of Alexandria, Virginia, 1981, as amended, be, and the same hereby is, amended and reordained by the amendment of Sections 2-4-90 and 2-4-91, to read as follows.

Sec. 2-4-90 Creation, composition and organization.

- (a) There is hereby established a standing commission known as the Alexandria Commission for the Arts.
- (b) The commission shall consist of 16 members to be appointed by the City Council. The composition of the commission shall be as follows:
  - ~~(1) five members shall have expertise in the arts, either as practitioners of various art disciplines or as professional administrators working in the field;~~
  - (1) four member shall have expertise in the arts, including, but not limited to, arts educators, professional practitioners of various art disciplines and professional administrators working in the arts;
  - (2) three members shall have specific expertise in visual arts either as professional practitioners of visual art, curators of visual art, or as professional arts administrators currently working in the field;
  - (3) five three members shall represent the public at large, as arts consumers ~~and~~ or participants;
  - (4) ~~five three~~ members shall ~~represent~~ be professionals in fields relevant ~~arts,~~ educational or business expertise relative to arts and cultural development, including such perspectives cultural planning, marketing, finance, funding, tourism, promotion, and non profit organizational development, and real estate development;
  - (5) two members shall be professionals in the field related to the visual appearance of the cityscape, such as architecture, environmental design, landscape architecture or urban design; and
  - (6) one member shall be a student who resides in the City and attends a high school located in the City of Alexandria.

- 1 (c) Members of the commission shall be appointed in the manner prescribed by article A  
2 of this chapter. The members shall serve for a term of three years, except in the case  
3 of an appointment to fill the unexpired portion of a term.  
4

5  
6 Sec. 2-4-91 Function; powers; duties.  
7

- 8 (a) The functions of the Commission shall be as follows;  
9

- 10 ~~(1) to support the development and expansion of the arts and the expansion of~~  
11 ~~public access to and participation in the arts, in Alexandria;~~  
12 ~~(2) to serve as an advisory body for the arts in Alexandria;~~  
13 ~~(3) to advise the city council concerning appropriate policies that will~~  
14 ~~strengthen the arts and further public access to the arts in Alexandria;~~  
15 ~~(4) to serve as the single funding source for all activities concerning arts which~~  
16 ~~are not conducted as part of the regularly scheduled city program,~~  
17 ~~including:~~  
18 ~~(a) the establishment and periodic review of criteria and standards for grant~~  
19 ~~applications for city funds and accountability for the use of such funds,~~  
20 ~~and~~  
21 ~~(b) the allocation to particular arts activities from such funds as may be~~  
22 ~~appropriated from time to time by the city council for such purpose;~~  
23 ~~(5) to seek national, state and private support on behalf of the arts in~~  
24 ~~Alexandria, and~~  
25 ~~(6) to prepare and submit to city council a cultural plan for the City of~~  
26 ~~Alexandria and revisions thereto.~~  
27 (1) to advise City Council with regard to policies that will strengthen the arts and  
28 further public access to the arts and cultural matters identified by the City  
29 Council;  
30 (2) to establish and periodically review criteria and standards for arts grant  
31 applications for City funds and accountability for the use of such funds; the  
32 allocation from such funds to eligible organizations and activities as may be  
33 appropriated by the City Council for such purpose;  
34 (3) to review the public art annual work plan as developed by the Office of the Arts  
35 and a work plan task force and make recommendations to the City Council as part  
36 of the budget process;  
37 (4) to review and approve public art project plans for specific public art projects, and  
38 to review and approve artist selection and concept development;  
39 (5) to create committees and task forces, as necessary, to focus on public art project  
40 development and artist selection;  
41 (6) to review proposals for donations of public art and commemorative art and make  
42 recommendations to the City Council;  
43 (7) to collaborate with the Office of the Arts on public art project evaluations; and  
44 (8) to support public communication and outreach as related to the arts and;

1 (9) to serve as citizen liasons to City planning initiatives when public art is involved.

2  
3 (b) The commission is empowered to adopt rules and regulations in regard to procedure  
4 and other matters so long as the same are not inconsistent with the city code, including, but not  
5 limited to, the establishment of committees, through w to carry on its functions and purpose.

6  
7 (c) A commission chair, vice-chair and secretary shall be elected annually by the  
8 commission members at the organization meeting designated in the commission's bylaws.

9  
10 ~~(d) The commission shall hold at least 10 regular meetings each year, and as many~~  
11 ~~special meetings as the commission may deem advisable.~~

12  
13 Section 2. That this ordinance shall become effective upon passage.

14  
15 WILLIAM D. EUILLE  
16 Mayor  
17

18  
19 Introduction:

20 First Reading:

21 Publication:

22 Public Hearing:

23 Second Reading:

24 Final Passage:

25



Alexandria Commission for the Arts  
Proposed Roster

| As Stated in Policy   | Number | Name   | Term Expires   |
|---|--------|--|--|
| Three members shall have specific expertise in visual arts, either as professional practitioners of visual art, as curators of visual art, or as professional administrators working in the field.  | 3      | David Martin<br>Allison Nance<br>Susan Cohen   | 3/27/16<br>4/23/16<br>Public Art Committee Member                                |
| Four members shall have expertise in other aspects of the arts, including but not limited to arts educators, professional practitioners of various art disciplines and professional administrators working in the field.                        | 4      | Beth Coast<br>Sydney-Chanele Dawkins<br>Kate Elkins<br>Michelle Kozlak<br>Matthew Stensrud | 2/12/16<br>11/26/16<br>3/27/15<br>1/8/16<br>9/10/16                              |
| Three members shall be professionals in fields relevant to arts and cultural development, including cultural planning, marketing, financing and funding, tourism promotion, non-profit organizational development, and real estate development. | 3      | Susan Amber Gordon<br>Katherine Konefal<br>Patricia Shaffer                                | 12/11/15<br>4/22/17<br>12/11/15  |
| Two members shall be professionals in the field related to the visual appearance of the cityscape, such as architecture, environmental graphic design, landscape architecture or urban design.  | 2      | Michael Detomo<br>Allison Heck   | 1/28/17<br>Public Art Committee Member   |
| Three members shall represent the public at large, as arts consumers or participants.   | 3      | Pam Corsini<br>Shirley Downs<br>Gayle Converse<br>Betsy Hennigan                           | 12/11/15<br>1/8/16<br>Public Art Committee Member<br>Public Art Committee Member |
| One member shall be a student who resides in the city and attends a high school located in the City of Alexandria.  | 1      | Lucy Medley  | 11/26/15   |



## Legislation Details (With Text)

**File #:** 14-3503 **Name:**

**Type:** Ordinance **Status:** Agenda Ready

**File created:** 12/5/2014 **In control:** City Council Legislative Meeting

**On agenda:** 1/13/2015 **Final action:**

**Title:** Introduction and First Reading. Consideration. Passage on First Reading of an Ordinance to Make Supplemental Appropriations for the Support of the City Government for Fiscal Year 2015.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [14-3503 Att 1 - Ordinance cover](#)  
[14-3503 Att 2 - Jan 2015 ordinance document](#)  
[14-3503 Att 3 - grant attachment january 2015](#)

| Date | Ver. | Action By | Action | Result |
|------|------|-----------|--------|--------|
|------|------|-----------|--------|--------|

## City of Alexandria, Virginia

### MEMORANDUM

**DATE:** JANUARY 7, 2015

**TO:** THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

**FROM:** MARK B. JINKS, ACTING CITY MANAGER /s/

**DOCKET TITLE:**

Introduction and First Reading. Consideration. Passage on First Reading of an Ordinance to Make Supplemental Appropriations for the Support of the City Government for Fiscal Year 2015.

**ISSUE:** Consideration of a Reappropriation Ordinance to amend Fiscal Year 2015 Appropriation.

**RECOMMENDATION:** That City Council pass this proposed ordinance (Attachment 1) on first reading and schedule it for public hearing, second reading, and final passage on January 24, 2015.

**DISCUSSION:** Each year, City staff submits a Reappropriation Ordinance to City Council to reappropriate monies authorized by City Council in the prior fiscal year but not expended as of June 30. By City Charter, all appropriations lapse at the end of the fiscal year. When budgeted goods and services are ordered prior to the end of the previous fiscal year, but not delivered until the next fiscal year, monies need to be reappropriated to

cover the expenditures paid in the current fiscal year. The various sections throughout this document provide spending authority in the current fiscal year for projects and initiatives already established by City Council.

In addition to encumbered or obligated funds, the ordinance establishes budget authority in the current year for revenues received in the current or prior year that have not yet been appropriated. When possible, the current year operating budget includes an estimated amount for grants and other special revenue and the budget is adjusted, via this ordinance, when the actual revenue amount is awarded. Grants, fees, donations and other special revenues are restricted in purpose. Where relevant, staff has referenced the City Council docket item or action that pertains to the appropriation. Attachment 3 lists the new grants and changes in funding levels compared to the amount estimated in the FY 2015 Approved Operating Budget. Where significant, staff has described how the funding change will impact services.

Staff recommends that the Fiscal Year (FY) 2015 Appropriation be amended to accomplish the following purposes:

- Section 1. The reappropriation of Equipment Replacement Fund Balance to pay for new purchases not included in the FY 2015 Appropriation. This appropriation totals \$1,064,788, including \$786,500 for the Department of Transportation and Environmental Services and \$270,000 for the Fire Department. No additional vehicles are being approved or funded. Due to the timing and ordering of replacement vehicles, funds that had been appropriated to pay for vehicles in FY 2014 lapsed before the funding was encumbered. This reappropriation will enable these departments to complete the vehicle replacement plan that was approved in FY 2014 and either purchase or encumber the plan that has been approved for FY 2015. The remaining \$8,288 is being reappropriated to the Office of Management and Budget to provide funds for a Smart Board. This equipment purchase was budgeted in a prior year but not purchased before year end when the funding authority expired.
- Section 2. The appropriation of \$5,319,500 of General Fund revenue. This appropriation of \$5,319,500 of General Fund Revenue, includes \$5.23 million from the sale of the Old Health Department Building. As previously approved by City Council, the majority of these funds will be transferred to the Capital Improvement Program to fund the acquisition of properties purchased along the waterfront (i.e., Strand Street properties and the Old Dominion Boat Club properties). This appropriation is identified here as General Fund cash capital and will be transferred to the CIP. The majority of this appropriation will also be recognized as new Capital Improvement Program budget authority in Section 5. The total appropriation also includes \$89,500 of Year End Settlement funds from the Virginia Department of Health to the Alexandria Health Department to purchase medical supplies and equipment and to replace furniture and carpeting at the Tuberculosis Clinic. Each year, any remaining funds that the City contributes to the Virginia Department of Health cooperative budget are returned to the City and recognized as General Fund revenues.
- Section 3. The appropriation of grant revenues accepted by departments, which need adjustment in FY 2015 or are not yet appropriated. The grants in this section reflect grant revenues that are included as estimates in the current year budget that are being adjusted to reflect the actual award, as well as new grants. New grant applications are approved by City Council. Where applicable, the date of the City Council meeting is included in the comments, as well as how the funds will be utilized. A listing of grants is included (Attachment 3) and totals \$1,457,169.
- Section 4. The appropriation of donations and other special revenues received but not appropriated in the FY 2015 Operating Budget. This appropriation of \$440,822 includes \$206,526 in Developer

Contributions provided to the Department of Planning and Zoning for planning the proposed Oakville Triangle project. The remaining \$234,296 provides budget authority to the Department of Recreation, Parks & Cultural Activities, including \$113,335 to appropriate funds received as cost recovery reimbursement for various special events and \$120,961 in Living Landscape Donations for various projects and initiatives.

- Section 5. The appropriation of \$5,435,048 of project budget authority from sale of surplus property, grant revenues, donations, Developer Contributions and SUP Conditions of Capital Improvement Program funds. This appropriation will provide budget authority of \$5,008,648 for the purchase of the Old Dominion Boat Club and \$426,400 in grant funds for DASH for an automatic vehicle location system. The budget authority appropriated in this Section for the Capital Improvement Program is funded by the General Fund Cash Capital transfer appropriated in Section 2. It is necessary to appropriate interfund transfers to both funds.
- Section 6. The appropriation of \$175,500 of General Fund Balance. This appropriation includes \$175,500 of Fund Balance committed for incomplete projects. The source of these funds is prior year unspent resources. Funds appropriated in FY 2014 for the Innovate Alexandria initiative (\$136,000) are being reappropriated to a Non-Departmental account in FY 2015. The Fire Department has been authorized to implement a new way to achieve optimum staffing and reduce overtime through the concept of overhires. Overhiring allows the Department to “get ahead” of the vacancies before they occur by training more recruits than current vacancies in the Department. This concept reduces both the time a position is vacant and the time to train a new recruit, the main cost drivers of overtime. This innovative idea reduces overtime costs in the future and creates a sustainable way to address overtime as a result of vacancies if the program is continued in the future. However, it requires an upfront investment of resources to hire and train the new personnel to realize any overtime savings. Expected overtime savings in FY16 is expected to be \$255,000. Innovate Alexandria funds will be used to offset part of the initial cost for AFD overhires. The remaining Innovate Alexandria amount of \$39,500 provides funds for a requisition that was initiated in FY 2014 but not converted to a Purchase Order until FY 2015.
- Section 7. The appropriation of \$222,000 grant revenue to the DASH Fund. This appropriation provides an additional \$222,000 of spending authority to the DASH Fund. The source of the revenue is grant funding which has been awarded to the Alexandria Transit Company for digital displays on the trolleys and an intern.

**FISCAL IMPACT:** The seven sections of the ordinance appropriate a total of \$14,114,827 as follows:

|           |   |             |
|-----------|---|-------------|
| Section 1 | Appropriation of Equipment Replacement Fund Balance   | \$1,064,788 |
| Section 2 | Appropriation of General Fund Revenue.  | \$5,319,500 |
| Section 3 | Appropriation of grant revenues authorized and adjusted but not appropriated in Fiscal Year 2015. | \$1,457,169 |
| Section 4 | Appropriation of donations, fees and other special revenue  | \$ 440,822  |
| Section 5 | Appropriation of Capital Improvement Program revenues previously unbudgeted.                      | \$5,435,048 |

|           |  |            |
|-----------|--|------------|
| Section 6 | Appropriation of General Fund Balance.           | \$ 175,500 |
| Section 7 | Appropriation of grant revenue to the DASH Fund. | \$ 222,000 |

**ATTACHMENTS:**

Attachment 1: Ordinance Cover to Amend Fiscal Year 2015 Appropriation

Attachment 2: Ordinance to Amend Fiscal Year 2015 Appropriation

Attachment 3: Listing of Fiscal Year 2015 City of Alexandria Grant Adjustments

**STAFF:**

Kendel Taylor, Acting Finance Director

Nelsie Birch, Director, Office of Management and Budget (OMB)

Morgan Routt, Assistant Budget Director, OMB

Christopher Bever, Assistant Budget Director, OMB

1 Introduction and first reading: 1/13/15  
2 Public hearing: 1/24/15  
3 Second reading and enactment: 1/24/15  
4  
5

6 INFORMATION ON PROPOSED ORDINANCE  
7

8 Title  
9

10 AN ORDINANCE making supplemental appropriations for the support of the government of the  
11 City of Alexandria, Virginia, for fiscal year 2015.  
12

13 Summary  
14

15 The proposed ordinance accomplishes the adoption of supplemental appropriations for the  
16 operation of the city government in fiscal year 2015.  
17

18 Sponsor  
19

20 Kendel Taylor, Acting Finance Director  
21

22 Staff  
23

24 Kendel Taylor, Acting Finance Director  
25 Christina Zechman Brown, Assistant City Attorney  
26 Nelsie L. Smith, Director, Office of Management and Budget  
27

28 Authority  
29

30 § 2.02(c), Alexandria City Charter  
31

32 Estimated Costs of Implementation  
33

34 None  
35

36 Attachments in Addition to Proposed Ordinance and its Attachments (if any)  
37

38 None  
39  
40  
41  
42  
43  
44  
45  
46  
47  
48

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE making provision for the support of the government of the City of Alexandria, Virginia for Fiscal Year 2015.

THE CITY COUNCIL OF ALEXANDRIA HEREBY ORDAINS:

Section 1. That the Council of the City of Alexandria, Virginia, does hereby make provision for and appropriate to the funds hereafter named the amounts required to defray the expenditures and liabilities of the city for which commitments were established in the form of encumbrances or otherwise on or before June 30, 2014, but which are payable in Fiscal Year 2015, and for which amounts were appropriated but not expended in Fiscal Year 2014 and further that the council does hereby allot the amounts so appropriated to the several city departments for Fiscal Year 2015, as follows:

EQUIPMENT REPLACEMENT RESERVE FUND

|   |                     |
|---|---------------------|
| Transportation and Environmental Services | 786,500             |
| Fire                                      | 270,000             |
| Management and Budget                     | <u>8,288</u>        |
| Total Equipment Replacement Reserve Fund  | <u>\$ 1,064,788</u> |

Section 2. That the Council of the City of Alexandria, Virginia, does hereby make provision for and appropriate to the fund hereafter named the amount hereafter stated that is required to defray certain expenditures and liabilities of the city for Fiscal Year 2015 the source of such amount being General Fund Revenues for which the proceeds were received after July 1, 2014 but not appropriated, and further that the council does hereby allot the amount so appropriated to the several city departments for Fiscal Year 2015, as follows:

GENERAL FUND

ESTIMATED REVENUE:

|                         |                     |
|-------------------------|---------------------|
| General Fund Revenues   | <u>\$ 5,319,500</u> |
| Total Estimate Revenues | <u>\$ 5,319,500</u> |

GENERAL FUND

APPROPRIATION:

|                              |                     |
|------------------------------|---------------------|
| Non-Department               | \$ 5,230,000        |
| Alexandria Health Department | <u>\$ 89,500</u>    |
| Total Appropriation          | <u>\$ 5,319,500</u> |

Section 3. That the Council of the City of Alexandria, Virginia, does hereby make provision for and appropriate to the fund hereafter named the amount hereafter stated that is required to defray certain expenditures and liabilities of the city for Fiscal Year 2015 the source of such amount being external grant awards for which the proceeds were authorized and adjusted after July 1, 2014 but not appropriated, and further that the council does hereby allot the amount so appropriated to the several city departments for Fiscal Year 2015, as follows:

SPECIAL REVENUE FUND

ESTIMATED REVENUE:

|                         |    |                  |
|-------------------------|----|------------------|
| General Services        | \$ | 94,249           |
| Fire                    |    | 380,200          |
| Police                  |    | <u>982,720</u>   |
| Total Estimated Revenue | \$ | <u>1,457,169</u> |

SPECIAL REVENUE FUND

APPROPRIATION:

|                         |    |                  |
|-------------------------|----|------------------|
| General Services        | \$ | 94,249           |
| Fire                    |    | 380,200          |
| Police                  |    | <u>982,720</u>   |
| Total Estimated Revenue | \$ | <u>1,457,169</u> |

Section 4. That the Council of the City of Alexandria, Virginia, does hereby make provision for and appropriate to the fund hereafter named the amount hereafter stated that is required to defray certain expenditures and liabilities of the city in Fiscal Year 2015 the source of such amount being the residual balances accumulated as of June 30, 2014, in accounts for donations, fees and other special revenues, and further that the council does hereby allot the amount so appropriated to the several city departments for Fiscal Year 2015, as follows:

SPECIAL REVENUE FUND

ESTIMATED REVENUE:

|                         |                   |
|-------------------------|-------------------|
| Planning and Zoning     | 206,526           |
| Recreation              | <u>234,296</u>    |
| Total Estimated Revenue | <u>\$ 440,822</u> |



1 SPECIAL REVENUE FUND

2  
3 APPROPRIATION:

4

|                       |                   |
|-----------------------|-------------------|
| 5 Planning and Zoning | 206,526           |
| 6 Recreation          | <u>234,296</u>    |
| 7 Total Appropriation | <u>\$ 440,822</u> |

8

9 Section 5. That the Council of the City of Alexandria, Virginia, does hereby make  
10 provision for and appropriate to the fund hereafter named the amount hereafter stated that is  
11 required to defray certain expenditures and liabilities of the city for Fiscal Year 2015, the source  
12 of such amount being Capital Project Fund revenue, and further that the Council does hereby  
13 allot the amount so appropriated for Fiscal Year 2015, as follows:  
14

15 CAPITAL PROJECTS

16  
17 ESTIMATED REVENUE:

18

|                            |                     |
|----------------------------|---------------------|
| 19 Capital Projects        | <u>\$ 5,435,048</u> |
| 20 Total Estimated Revenue | <u>\$ 5,435,048</u> |

21

22 APPROPRIATION:

23

|                        |                     |
|------------------------|---------------------|
| 24 Capital Projects    | <u>\$ 5,435,048</u> |
| 25 Total Appropriation | <u>\$ 5,435,048</u> |

26

27 Section 6. That the Council of the City of Alexandria, Virginia, does hereby make  
28 provision for and appropriate to the fund hereafter stated the amount hereafter stated that is  
29 required to defray certain expenditures and liabilities of the city for Fiscal Year 2015, the source  
30 of such amount being Committed General Fund Balance, and further, that the council does  
31 hereby allot the amount so appropriated, as follows:  
32

33 GENERAL FUND

34  
35 ESTIMATED REVENUE:

36

|                                   |                   |
|-----------------------------------|-------------------|
| 37 Committed General Fund Balance | <u>\$ 175,500</u> |
| 38 Total Estimated Revenue        | <u>\$ 175,500</u> |

39

40 APPROPRIATION:

41

|                        |                |
|------------------------|----------------|
| 42 Planning and Zoning | 39,500         |
| 43 Non-Departmental    | <u>136,000</u> |



Supplemental Appropriations Ordinance  
Listing of Fiscal Year 2015 City of Alexandria Grant Adjustments  
January 2015

| <u>TITLE/DESCRIPTION</u> | <u>GRANTOR<br/>AGENCY</u>  | <u>COMMENTS</u>  | <u>FEDERAL</u> | <u>STATE</u> | <u>NON-<br/>CITY<br/>LOCAL</u> | <u>CITY<br/>MATCH</u> | <u>TOTAL<br/>AMOUNT</u> |
|--------------------------|--|--|----------------|--------------|--------------------------------|-----------------------|-------------------------|
| <u>POLICE</u>            |  |  |                |              |                                |                       |                         |
| UASI Grant               | Department of<br>Homeland<br>Security  | The Alexandria Police Department was awarded a subgrant from the Urban Areas Security Initiative on behalf of the National Capital Region (NCR). Funds will be used to purchase personal protective gas masks for NCR Law Enforcement Agencies. The grant was approved by City Council on December 9, 2014, item 14-3496.  | \$ 982,720     | \$ -         | \$ -                           | \$ -                  | \$ 982,720              |
|                          |  | Subtotal Police  | \$ 982,720     | \$ -         | \$ -                           | \$ -                  | \$ 982,720              |
| <u>GENERAL SERVICES</u>  |  |  |                |              |                                |                       |                         |
| Farmers' Market Grant    | U.S. Department of Agriculture (USDA), Agricultural Marketing Service under the Farmers' Market Promotion Program (FMPP) | Funds will be used to expand the Supplemental Nutrition Assistance Program/Electronic Benefits Transfer (SNAP/EPT) usage for food purchases by low-income community participants, implement a gleaning program which donates produce to area shelters, and to improve marketing and management for the Old Town Farmers' Market. The grant was approved by City Council on June 11, 2014, item 12. | \$ 94,249      | \$ -         | \$ -                           | \$ -                  | \$ 94,249               |
|                          |  | Subtotal General Services  | \$ 94,249      | \$ -         | \$ -                           | \$ -                  | \$ 94,249               |

Supplemental Appropriations Ordinance  
Listing of Fiscal Year 2015 City of Alexandria Grant Adjustments  
January 2015

| <u>TITLE/DESCRIPTION</u>                            | <u>GRANTOR<br/>AGENCY</u>  | <u>COMMENTS</u>  | <u>FEDERAL</u> | <u>STATE</u> | <u>NON-<br/>CITY<br/>LOCAL</u> | <u>CITY<br/>MATCH</u> | <u>TOTAL<br/>AMOUNT</u> |
|---|--|--|----------------|--------------|--------------------------------|-----------------------|-------------------------|
| <u>FIRE</u>   |  |  |                |              |                                |                       |                         |
| UASI Exercise and Training Officer - 20512293-70324 | District of Columbia Homeland Security and Emergency Management Agency | Passthru grant funds awarded for an Exercise and Training Officer position. The grant award is \$5,000 more than the \$105,000 appropriated during the FY15 budget process.  | \$ 5,000       | \$ -         | \$ -                           | \$ -                  | \$ 5,000                |
| UASI Volunteers - 20512292-70323                    | District of Columbia Homeland Security and Emergency Management Agency | This passthru grant funds a contract FTE working for the Fire Department responsible for Volunteer recruitment, outreach, and coordination with the region. The grant award is \$10,000 more than the \$102,000 appropriated during the FY15 budget process. | \$ 10,000      | \$ -         | \$ -                           | \$ -                  | \$ 10,000               |
| UASI Regional Planner - 20512294-70325              | District of Columbia Homeland Security and Emergency Management Agency | Passthru grant funds awarded for an Regional Planner position. The grant award is \$20,000 more than the \$105,000 appropriated during the FY15 budget process.  | \$ 20,000      | \$ -         | \$ -                           | \$ -                  | \$ 20,000               |

Supplemental Appropriations Ordinance  
Listing of Fiscal Year 2015 City of Alexandria Grant Adjustments  
January 2015

| <u>TITLE/DESCRIPTION</u>                                     | <u>GRANTOR<br/>AGENCY</u>                   | <u>COMMENTS</u>  | <u>FEDERAL</u> | <u>STATE</u> | <u>NON-<br/>CITY<br/>LOCAL</u> | <u>CITY<br/>MATCH</u> | <u>TOTAL<br/>AMOUNT</u> |
|--|---|--|----------------|--------------|--------------------------------|-----------------------|-------------------------|
| Aid to Localities, Fire Programs - 21511019 - 80073          | Virginia Department of Fire Programs        | The Virginia Fire Programs Fund is derived from one percent of fire-related insurance coverage. Approximately 75 percent of the total fund goes directly to counties, cities and incorporated towns within the Commonwealth as Aid to Localities (ATL). ATL provides Virginia cities, towns and counties with funds to pay for training, construction of training centers, fire fighting equipment and protective clothing through an annual disbursement based on population size. Funds are being appropriated for overhire costs for uniforms and gear. | \$ 150,000     | \$ -         | \$ -                           | \$ -                  | \$ 150,000              |
| State Homeland Security Grant Program (SHSP) 2014 - 20512405 | Virginia Department of Emergency Management | These are federal passthru grant funds that will be used to purchase HAZMAT detection equipment and supplies.  | \$ -           | \$ 79,600    | \$ -                           | \$ -                  | \$ 79,600               |
| Port Security Grant Program 2014 - 20512406                  | Federal Emergency Management Agency (FEMA)  | Federal funds awarded for one year of maintenance of the new AFD Fire Boat.  | \$ 86,700      | \$ -         | \$ -                           | \$ 28,900             | \$ 115,600              |
|  |   | Subtotal Fire Department   | \$ 271,700     | \$ 79,600    | \$ -                           | \$ 28,900             | \$ 380,200              |
|  |   | Total Supplemental Appropriation   | \$ 1,348,669   | \$ 79,600    | \$ -                           | \$ 28,900             | \$ 1,457,169            |



## Legislation Details (With Text)

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**File #:** 14-3504      **Name:**

**Type:** Ordinance      **Status:** Agenda Ready

**File created:** 12/5/2014      **In control:** City Council Legislative Meeting

**On agenda:** 1/13/2015      **Final action:**

**Title:** Introduction and First Reading. Consideration. Passage on First and Second Reading of an Ordinance to Adopt Supplement 64 of the Zoning Ordinance. [ROLL-CALL VOTE]

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [14-3504\\_zosupp64.pdf](#)  
[14-3504\\_zosupp64c.pdf](#)  
[14-3504\\_After Items](#)

| Date | Ver. | Action By | Action | Result |
|------|------|-----------|--------|--------|
|------|------|-----------|--------|--------|

Introduction and First Reading. Consideration. Passage on First and Second Reading of an Ordinance to Adopt Supplement 64 of the Zoning Ordinance. [ROLL-CALL VOTE]

## ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE adopting supplemental pages for the Zoning Ordinance of the City of Alexandria, Virginia, 1992, 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 of the Zoning Ordinance of the City of Alexandria, Virginia, 1992, as amended ("Zoning Ordinance"), and the portions thereof, set forth in the supplemental and replacement pages for the Zoning Ordinance, each of which pages is identified in the lower left-hand corner by the notation "Supp. No. 64," are hereby adopted as and shall constitute "The Sixty-Fourth Supplement to the Zoning Ordinance of the City of Alexandria, Virginia, 1992."

Section 2. That the sections of the Zoning Ordinance, and the portions thereof, set forth in "The Sixty-Second Supplement to the Zoning Ordinance of the City of Alexandria, Virginia, 1992," shall be in force and effect on and after the effective date of this ordinance, and all ordinances amending the text of the Zoning Ordinance which were adopted between June 24, 2014, and October 18, 2014, and which are not included in such supplement or in the Zoning Ordinance 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 provision of any ordinance amending the Zoning Ordinance which was adopted between June 24, 2014 and October 18, 2014, inclusive, and which is inadvertently omitted from or erroneously incorporated into "The Sixty-Fourth Supplement to the Zoning Ordinance of the City of Alexandria, Virginia, 1992"; nor shall it affect any ordinance adopted after October 18, 2014.

Section 4. That one complete set of pages comprising "The Sixty-Fourth Supplement to the Zoning Ordinance of the City of Alexandria, Virginia, 1992," 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 pages comprising such supplement shall be properly inserted into the copy of the Zoning Ordinance of the City of Alexandria, Virginia, 1992, 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.

1  
2           Section 5. That this ordinance shall become effective upon the date and at the time  
3 of its final passage.  
4

5                                   WILLIAM D. EUILLE  
6                                   Mayor  
7

8  
9   Introduction:           1/13/15  
10   First Reading:        1/13/15  
11   Publication:  
12   Public Hearing:  
13   Second Reading:  
14   Final Passage:  
15  
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1 Introduction and first reading: 1/13/15  
2 Public hearing: 1/24/15  
3 Second reading and enactment: 1/24/15  
4  
5

6 INFORMATION ON PROPOSED ORDINANCE  
7

8 Title  
9

10 AN ORDINANCE adopting supplemental pages for the Zoning Ordinance of the City of  
11 Alexandria, Virginia, 1992, as amended, and providing for the repeal of ordinances not  
12 included therein, except those saved from repeal by this ordinance, and for other purposes.  
13

14 Summary  
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16 The proposed ordinance adopts the Sixty-Fourth Supplement to the Zoning Ordinance of the  
17 City of Alexandria, Virginia, 1992, as amended.  
18

19 Sponsor  
20

21 Office of the City Attorney  
22

23 Staff  
24

25 James L. Banks, Jr., City Attorney  
26

27 Authority  
28

29 § 3.14, Alexandria City Charter  
30

31 Estimated Costs of Implementation  
32

33 None  
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35 Attachments in Addition to Proposed Ordinance and its Attachments (if any)  
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37 None  
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## Legislation Details (With Text)

**File #:** 14-3521 **Name:** Receipt of the Fort Ward Park and Museum Area Management Plan  
**Type:** **Status:** Agenda Ready  
**File created:** 12/10/2014 **In control:** City Council Legislative Meeting  
**On agenda:** 1/13/2015 **Final action:**  
**Title:** Consideration of the Receipt of the Fort Ward Park and Museum Area Management Plan.  
**Sponsors:**  
**Indexes:**  
**Code sections:**

**Attachments:** [14-3521 Fort Ward Park and Museum Area Management Plan Summary Report](#)  
[14-3521 Drainage Master Plan Summary](#)  
[14-3521 Archeology Investigations](#)  
[14-3521 Public Comments on the Final Draft of the Management Plan](#)  
[14-3521 Attachment 4a Letter from Dissenting FWAG Members](#)  
[14-3521 Interdepartmental MOU and Protocol for Ground Disturbing Activities](#)  
[14-3521 Letter from Dissenting FWAG Members and City Response](#)  
[14-3521 Commission Letters of Endorsement](#)  
[14-3521 Fort Ward Park and Museum Area Management Plan Presentation](#)

| Date | Ver. | Action By | Action | Result |
|------|------|-----------|--------|--------|
|------|------|-----------|--------|--------|

## City of Alexandria, Virginia

### MEMORANDUM

**DATE:** JANUARY 7, 2015  
**TO:** THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL  
**FROM:** MARK B. JINKS, ACTING CITY MANAGER /s/

**DOCKET TITLE:**

Consideration of the Receipt of the Fort Ward Park and Museum Area Management Plan.

**ISSUE:** Requesting City Council receipt and discussion of the Management Plan for Fort Ward Park and Museum Area, a multi-year process advised by the Ad Hoc Fort Ward Park and Museum Area Stakeholder Advisory Group.

**RECOMMENDATION:** That City Council:

1. Receive the management plan for Fort Ward Park and Museum Area; and
2. Forward the management plan docket item for public hearing on January 24, 2015 and after the public hearing indicate to the City Manager that the Department of Recreation, Parks, and Cultural Activities (RPCA), Office of Historic Alexandria (OHA), and Department of Transportation and Environmental Services (T&ES) should proceed to implement the Fort Ward Park and Museum Area Management Plan as outlined in this memorandum within available, or to be made available, future capital and operating budgetary resources.

**BACKGROUND:** At its December Legislative meeting City Council requested that the Fort Ward Park and Museum Area Management Plan be redocketed for the January 13 Legislative meeting, and that this Management Plan and staff recommendations be docketed for the January 24 public hearing.

Since its establishment in the 1960s, the Fort Ward Park and Museum Area site continues to be an important community and Citywide parks and historic resource. In the fall of 2008, citizens expressed significant community concerns about the operations of the park and its historical resources including, but not limited to:

- The maintenance yard's harmful impacts to significant historic and cultural resources, especially those related to the African American families who previously lived at Fort Ward;
- Stormwater run-off and related erosion;
- Overuse of the park and related impacts on its neighbors and the park's overall condition;
- Declining condition of trees and other plantings throughout the park; and
- A lack of balance between the historic, natural and recreational uses of the park.

In order to respond to these concerns and the longer-term future operations of the park, City Council created an Ad Hoc Stakeholder Advisory Group. The Stakeholder Advisory Group met for a year and developed a set of recommendations for the park and museum area that included the development of a park management plan and the re-establishment of a citizen advisory group. City Council discussed these recommendations at its work session on March 22, 2011, and in the FY2012 budget City Council approved resources for further archaeology study and storm water mitigation, as well as funding for a park management plan in Contingent Reserves (released in April 2013).

**The Ad Hoc Fort Ward Park and Museum Area Stakeholder Advisory Group**

In June 2011 City Council approved a resolution to re-establish an Ad Hoc Fort Ward Park and Museum Area Stakeholder Advisory Group with the following charge of work:

- Provide staff of RPCA, OHA, and T&ES with recommendations on balancing park uses, implementing education and outreach opportunities and implementation of recommendations made in the 2011 Stakeholder Advisory Group report.
- Bring community values, knowledge, and ideas into the process of creating a management plan for Fort Ward Park and Museum Area in ways that provide lasting benefit to the local community and the City as a whole.
- Act as liaisons for neighborhoods and other interested parties in the development process of a management plan for Fort Ward Park and Museum Area.

This Ad Hoc Fort Ward Park and Museum Area Stakeholder Advisory Group (FWAG) included

representatives from: the neighborhood and broader community, as well as from the Oakland Baptist Church, the Seminary Civic Association, the Seminary Hill Association, the Fort Ward and Seminary African American Descendants Society, the Historic Alexandria Resource Commission, the Park and Recreation Commission, and the Environmental Policy Commission. The FWAG met for two years, from September 2012 to September 2014, with a focus on drafting resources for the management plan and providing an iterative review of the management plan as it was developed. The FWAG also hosted community meetings to hear from the public throughout the process.

### Why a Management Plan

As noted in the Summary Report of the Fort Ward Park and Museum Area Management Plan (Attachment 1), “*A management plan lays out a long-range plan that provides strategic guidance for decision-making on complex issues that have many variables and potential answers. Expanded from the concept of a master plan - a type of plan that prescribes improvements and their location within a set period of time - a management plan is usually focused on historical and natural resources, educational opportunities and operational issues.*” The City and the FWAG initiated a management planning process as part of a concerted effort to better protect, preserve, manage and in some cases improve the significant historic, cultural, natural and recreational resources at Fort Ward. Along with the involvement of the FWAG and broader community, the management plan depended on some prerequisite and ongoing archaeology work, as well as a study and development of a stormwater management plan.

### Stormwater Planning

As noted above, City Council also approved funding for a stormwater management plan at Fort Ward. The stormwater and management planning were developed separately, but concurrently. Fort Ward Park receives drainage from the adjacent Marlboro Estates subdivision built in the late 1970s, Episcopal High School property and from the Braddock Road area. Over time, due to changes in grading and overland drainage patterns, erosion has occurred in the park and in the adjacent Oakland Baptist Church cemetery. Additionally, the stream in the park is showing signs of erosion and degradation and property owners at the bottom of the park are experiencing flooding. To address these issues, the stormwater study and subsequent Drainage Master Plan (Attachment 2) include overland flow improvements, erosion protection, stream restoration and flood prevention.

In the interim, a trench drain system was designed by T&ES engineers and installed by City maintenance staff in the old maintenance yard that intercepts more than an acre of runoff that would otherwise be draining to the Oakland Baptist Cemetery, and diverting the runoff through a new storm sewer to the existing drainage swale downhill from the cemetery. Construction for the interim drainage project was completed in August 2011.

### Archaeology Investigations and Reports

As a result of public interest, City Council funded archaeological work at Fort Ward Park in FY 2010 (\$50,000 for Stage 1) and FY 2012 (\$75,000 for Stage 2A and \$75,000 for Stage 2B). The funds have allowed for archaeological investigation in the historical section of the park to provide information for park planning and management by locating and identifying the full range of cultural resources on the property, not just those related to the Civil War. The City’s archaeological and historical work, which is ongoing, includes a focus on the study and interpretation of an African American community that developed on the property after the Civil War and continued as a neighborhood until the creation of the park in the 1960s. Known as “The Fort”, the community included many families’ homes, a school house that later became a chapel and then a residence, and several burial grounds. To ensure preservation of burials, locating and identifying the African American cemeteries and individual graves on the property have been a critical part of the City-funded initiative.

Approximately 1,400 shovel tests were excavated to look for concentrations of artifacts associated with The Fort community, Native Americans, and other occupants of the park. Metal detection was conducted to identify clusters of Civil War activity outside of the fortifications. More than 100 areas were scraped by a

backhoe or hand-excavated to look for evidence of graves and other large features such as foundations or wells and privies. In addition to the Civil War fortifications and barracks, the archaeological features identified include 4 verified cemetery areas with 43 grave locations discovered, 7 possible cemetery areas, 20 areas with the potential to provide insight into life of African Americans at The Fort, 3 scatters of other Civil War materials outside of the fortification, and a scatter of materials related to Native American use of the property. A summary of the findings is included as Appendix II in the management plan and as Attachment 5 of this staff report.

The investigations have led to the delineation of levels of protection for areas across the park, and the management plan incorporates these levels into the determination of proposed and allowable actions. The process to ensure preservation of resources is indicated in the management plan and specified in greater detail in the addendum to the MOU, which is included as Appendix IV of the plan. Verified cemeteries with known graves are designated sacred ground and along with all possible cemetery areas, are considered as zones of maximum protection. There is a procedure in place to look for graves prior to any ground disturbance in all areas where there is potential for graves to be present, along with a stipulation that all burials will be preserved *in situ*.

Additionally, with funding from a Save America's Treasures grant from the National Park Service, the archaeological work included testing to ensure that a proposed ADA walkway would not disturb any significant archaeological resources and to attempt to determine boundaries of both the Jackson Cemetery and Old Grave Yard so that these sacred areas of the Fort Ward property could be fenced or delineated without disturbing burials.

Finally, in addition to the fieldwork, a history report (Appendix III) on the Fort community has been prepared by consultant Dr. Krystyn Moon. The City also received a \$15,000 grant from the National Trust for Historic Preservation to write, design and erect six interpretive markers on the site in collaboration with the descendant community; these were installed in December 2012.

#### Public Process and Meetings

In addition to the monthly FWAG meetings, which were open to the public and provided a period for public comment, the planning process included a more broadly based engagement of the general public. City staff and the consultant team held two park "listening sessions" in early June 2013 to elicit informal conversations with park visitors. A park survey was also provided at these sessions and online.

The first full draft of the plan was linked to the City's website in January 2014, and two public meetings were then held - a more formal meeting in February 2014 and an open house in March 2014 - to explain the plan's contents, answer questions and receive community input. A final public comment session was held with the represented commissions in September 2014. A compilation of the comments received on the final draft is attached to this memo (Attachment 4).

All FWAG and plan related documents were posted on the City's website  
<http://alexandriava.gov/recreation/info/default.aspx?id=29638>.

#### **DISCUSSION:**

##### Overview of the Management Plan:

As stated in the referenced document, the Summary Report (Attachment 1) identifies the key recommendations and findings of the Fort Ward planning effort and directs the reader to specific appendices for further information. The plan includes the following five goals:

1. Management and Funding
2. Park Character
3. Landscape Cultural Practices
4. Educate and Engage Visitors
5. Enhance Park Facilities

Recommendations are structured by the goals and subdivided into multiple actions. Given the large number of recommended actions, priorities were established by the FWAG and City, and the Summary Report focuses on these priority actions. The full Fort Ward Park and Museum Area Management Plan goes into much greater detail regarding recommended best practices (for maintenance and operations) and actions for better management of the park, site conditions and interpretive opportunities.

The plan documentation is broken down into two sections along with appendices. Section I is the Summary Report. Section II includes the following chapters: Best Practices, Implementation, Plates (maps), Earthworks, and a Bibliography. The Appendices include: the Drainage Master Plan, the Archaeology Investigations, the History Report, and a copy of the current Interdepartmental MOU and Draft Ground Disturbing Activities Protocol. The entire Management Plan and its appendices can be found at:

<http://alexandriava.gov/recreation/info/default.aspx?id=29638>.

#### Ad Hoc Fort Ward Park and Museum Area Stakeholder Advisory Group Recommendation

In July 2014 the FWAG received the final draft of the plan, revised to address previous comments and clarify recommendations where necessary. At their August meeting, the FWAG held a discussion on the revised, final draft and made requests for minor edits to the document. In addition, the group requested, and staff agreed to include the current Interdepartmental Memorandum of Understanding (MOU) as an appendix to the plan and to add an attachment to the MOU that provided a protocol and process for any future ground disturbing activities (Attachment 5). The FWAG then voted to move the plan forward for a final public meeting and then on to City Council.

While the majority of the FWAG voted to move the plan forward, there were three dissenting votes from the representatives of the Oakland Baptist Church, the Seminary Civic Association, and the Fort Ward and Seminary African American Descendants Society. Prior to the public meeting in September, the representatives provided a letter describing their ongoing concerns and the reasons they had for not supporting the plan moving forward. The letter and their concerns were discussed at the September 2014 public meeting with the commissions (Attachment 4a). A copy of this letter that includes staff's response to their concerns is attached (Attachment 6).

Along with the majority of the FWAG, each of the represented commissions endorsed the plan. The Historic Alexandria Resource Commission and the Alexandria Archaeological Commission both support the acceptance of the management plan, along with the history report and drainage report appendices. After numerous discussions and a site visit by each group, both commissions believe that the plan provides a path toward the increased preservation of resources and interpretation of the full scope of the park's history. Letters of support from these commissions, as well as from the Park and Recreation Commission, are included (Attachment 7).

#### Summary of Key Issues

The letter from the representatives noted above, along with the staff response to the concerns identified therein provides a more detailed description of the remaining concerns of FWAG members related to the Fort Ward Park and Museum Area Management Plan and its appendices. The following discussion provides information about key concerns identified.

### *Identification of Undiscovered Burial Areas*

Because the Drainage Master Plan is an appendix to, and associated with, the development of the Management Plan, potential impact of recommended stormwater run-off improvements to any undiscovered burials was identified as a significant concern. In particular, when the draft Drainage Plan was presented, the descendant community expressed concerns about soil being placed on top of graves to create a diversion berm for the water that has been flowing into the Oakland Baptist Church Cemetery. While the Management Plan and Drainage Master Plan both call for archaeology work to occur prior to any stormwater improvements, OHA took more immediate action and is currently conducting an archaeological excavation to determine where graves may be present in the proposed berm areas. At the time of this staff report preparation, approximately 50% of the proposed berm area has been investigated, and no grave locations have been identified. Given the weather conditions, the remaining portions may not be investigated until spring and no work on the stormwater improvements will occur until this work is completed. OHA/RPCA/T&ES have all indicated that the proposed berm locations can be changed to avoid impact to graves and other cultural resources.

### *Future Interpretive Planning Process and Community Involvement*

A priority action identified under Goal 4 of the Management Plan is, “OHA to formally invite key stakeholders from the Fort Ward and Seminary African American Descendants Society, Civil War historians, naturalists, educators and community representatives to participate in a new advisory committee working on the development of an interpretive plan.” As recommended in the Management Plan, OHA will set up an Interpretive Planning Committee to provide guidance on inclusion of interpretive elements. Staff has requested funding for initiating this process through the FY 2016-2025 CIP budget process.

### *Ongoing Community Involvement in Plan Implementation*

The Chair of the FWAG made a recommendation, which the group endorsed, that City Council establish an ongoing citizen advisory group to oversee implementation of the Management Plan. A full description of the recommendation is included in Attachment 4. Staff agrees with the importance of the community’s continued involvement in the ongoing implementation of the Management Plan. Rather than establish an ongoing advisory group for this purpose, however, staff recommends the following three items:

1. Regular topic at involved commission meetings;
2. Annual report and public meeting on the status of implementation;
3. Reports and meetings of the public groups created to support ongoing efforts at Fort Ward Park; and
4. Continuation of the quarterly interdepartmental meetings outlined in the MOU.

Per the first item above, the related commissions (Historic Alexandria Resource Commission, Alexandria Archaeological Commission, Park and Recreation Commission and Environmental Policy Commission) should keep implementation of the Fort Ward Park and Museum Area Management Plan as a regular (monthly) update item on each of their respective agendas. The public and commission members can raise concerns with staff and receive updates on implementation and management activities at the park.

Secondly, to further support public involvement in the Plan’s implementation, staff recommends that in May of every year, the Departments of Recreation, Parks and Cultural Activities and Transportation and Environmental Services, along with the Office of Historic Alexandria, prepare, and release to the public, an annual report detailing completed and planned actions at Fort Ward Park. The report will provide information regarding implementation of the Management Plan and Drainage Plan, as well as any park operational or maintenance issues. Following release of the annual report, a period of public comment and a public meeting will be held. The report and public comments will be provided to City Council as an update and to inform subsequent budget cycles.

Finally, one of the priority recommendations of the Management Plan is to partner with other community and regional groups to provide both volunteer and financial support for implementation of the plan. As these groups are formed and partnerships with the City are formalized, their regular meetings will provide additional public involvement opportunities throughout the plan's implementation.

Plan Implementation:

The Summary Report (Attachment 1) includes action priority items under each goal and broken down between actions already underway, and those that require additional funding and support. Those that are currently underway, planned for/funded or completed were reviewed during the planning process by the FWAG, some of which include:

- Review and update of the Interdepartmental MOU;
- Mapping areas where ground disturbance may occur without OHA supervision, with OHA supervision, and where it may not occur at all;
- Establish boundaries for turf and meadow management;
- Coordinate with City maintenance practices and maintenance calendar (schedule maintenance);
- Core aerate soils to address compaction and overseed/top dress turf; and
- Enforce existing park regulations.

The Summary Report also outlines action priorities and estimates for related funding or partnership needs for the next one to five years. Highlights of these priorities include:

- Development of interpretive plan;
- Mark and protect "The Fort" community and burial areas and protect burial sites from unintentional recreational use;
- Make existing loop road accessible and provide additional accessible park furniture and parking;
- Mark and protect unrecognized Civil War archaeology;
- Redirect stormwater and sheet flow away from sensitive cultural and recreational resources;
- Remove former maintenance yard access drive, fencing and gate and restore the area;
- Plant new trees and provide additional care for existing trees;
- Remove off-leash dog exercise area;
- Protect earthworks from foot traffic;
- Train all maintenance personnel to minimize damage to resources;
- Relocate the playground and make it more accessible; and
- Identify Fort Ward on region-wide maps, brochures, web-sites and other city publications as a place to explore Alexandria's history including the Civil War through Civil Rights eras.

RPCA/OHA/TES staff will request CIP and related operating funding for the action priorities through the FY 2016-2025 budget process.

Funding for implementation of the priority recommendations in the Drainage Master Plan was approved in FY2012. Following completion of archaeology work in the areas where stormwater improvements are proposed, T&ES staff along with staff from the Department of Project Implementation (DPI) can begin to implement the plan.

**FISCAL IMPACT:** The cost of the priority actions in the Management Plan varies by year and the recommendations are phased to distribute the cost by order of priority. The proposed CIP from FY 2016 to FY



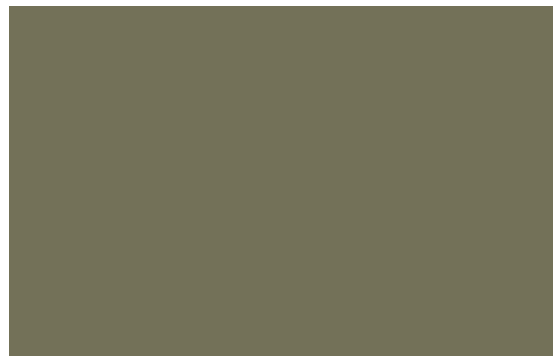
2021 for the action priorities totals \$1,395,000. The FY 2016 CIP request is for \$250,000. As is the City's practice in implementing approved plans of this type, the additional resources required to implement this Management Plan will be considered during the upcoming operation and CIP budget decision making processes and will need to compete citywide with other resource needs for recommended future funding.

**ATTACHMENTS:**

Attachment 1: Fort Ward Park and Museum Area Management Plan Summary Report  
Attachment 2: Drainage Master Plan Summary  
Attachment 3: Archaeology Investigations  
Attachment 4: Public Comments on the Final Draft of the Management Plan  
Attachment 4a: Letter from Dissenting FWAG Members  
Attachment 5: Interdepartmental MOU and Protocol for Ground Disturbing Activities  
Attachment 6: Letter from Dissenting FWAG Members and City Response  
Attachment 7: Commission Letters of Endorsement  
Attachment 8: Fort Wart Park and Museum Area Management Plan Presentation

**STAFF:**

Mark Jinks, Deputy City Manager  
Lance Mallamo, Director, Office of Historic Alexandria  
James Spengler, Director, Department of Recreation, Parks and Cultural Activities (RPCA)  
Yon Lambert, Acting Director, Department of Transportation and Environmental Services (T&ES)  
Francine Bromberg, City Archaeologist, Office of Historic Alexandria  
Laura Durham, City Open Space Coordinator, RPCA  
Brian Rahal, Engineer, T&ES



## Fort Ward Park and Museum Area Management Plan



The City of Alexandria, Virginia

October 2014

**FINAL DRAFT**

# SECTION I SUMMARY REPORT

## Acknowledgements

### City Council

William D. Euille, Mayor  
Allison Silberberg, Vice Mayor  
John T. Chapman  
Timothy B. Lovain  
Redella S. “Del” Pepper  
Paul C. Smedberg  
Justin Wilson

### Ad Hoc Fort Ward Park and Museum Area Stakeholder Advisory Group

*(FWAG or SAG) Roster as of 1/2014*

| Member                                     | Group   |
|--|---|
| Ripley Forbes                              | Park and Recreation Commission                          |
| Linda Ries (resigned 2014)                 | Park and Recreation Commission                          |
| Robert Moir                                | Park and Recreation Commission                          |
| Charles (Chuck) Ziegler                    | Historic Alexandria Resources Commission                |
| Ellen Stanton                              | Historic Alexandria Resources Commission                |
| Janice Magnuson                            | Historic Alexandria Resources Commission                |
| Ryan Sloan (replaced by Susan Gitlin 2014) | Environmental Policy Commission                         |
| Adrienne Washington                        | Fort Ward/Seminary African American Descendants Society |
| Lena Rainey                                | Oakland Baptist Church                                  |
| Frances Terrell                            | Seminary Civic Association                              |
| Sharon Annear                              | Seminary Hill Association, Inc.                         |
| James Walpole (resigned May 2014)          | Citizen at Large  |
| Richard Brune                              | Citizen at Large  |
| Vacant                                     | Citizen Living within One Mile Radius                   |

### Prepared by:

Lardner/Klein Landscape Architects, P.C.  
Heritage Strategies, Inc.  
John Milner Associates, Inc.  
Barbara Franco

Recreation, Parks, and Cultural Activities  
Park Planning, Design and Capital Development Staff

### In coordination with:

Office of Historic Alexandria  
Transportation & Environmental Services

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Under Separate Cover

**Section II, Chapters 1-10**

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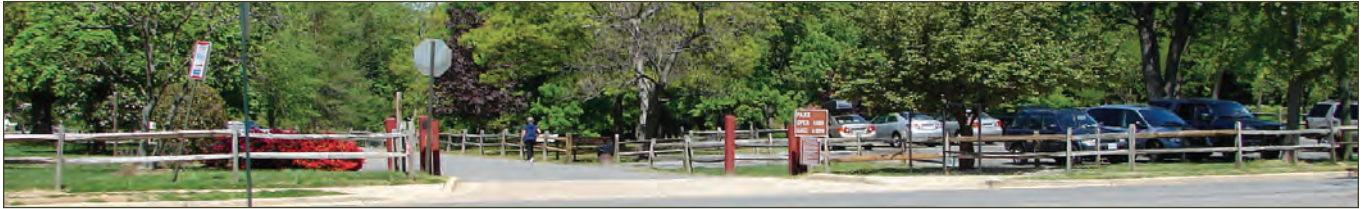


Figure 1 - Entrance to Fort Ward Park from West Braddock Road

## Introduction

### Fort Ward Park Today

Fort Ward Park is an asset to the City of Alexandria and the region. Rich in historical and natural resources, it is fraying, heavily used and in need of a collective vision to move forward, steward its resources and expand its interpretive and passive recreation offerings in a responsible manner. It is time to explore additional sources of financial and volunteer support for the park. Issues that must be addressed in the development of the Fort Ward Park and Museum Area Management Plan include the stewardship of the park's rich collection of cultural<sup>1</sup> and natural resources, the park's importance as a recreational opportunity for the residents of Alexandria and the park's importance as open space for the west end.

### Acquisition and Early Development of the Park

The first 35 acres of the 43.46 acre property were acquired in the 1950s to both preserve and reconstruct a portion of the fort for the upcoming Civil War Centennial and to establish a public park. In addition to the Civil War resources, the land possesses a century-long legacy of community life and heritage that preceded development of the park as a public amenity. Known to local families as "The Fort" community, physical evidence of its history includes archaeological sites, burial sites, plantings and road traces. Fort Ward Park's museum has an outstanding collection of Civil War artifacts, a research library and educational and interpretive programming. In recent years, the history and significance of the post-Civil War evolution of the Fort Ward site has been brought to light, focusing on the African American families that built homes and created a community in and around the Seminary. The park was placed on the National Register of Historic Places in 1982.

### The Challenge

Every square foot of Fort Ward Park is used and in demand—for historic interpretation and preservation, for recreation and as native woodland and open space. Many issues must be answered to effectively address the needs of the park and museum. The lengthy list of issues generated through the planning process are clustered under the following five questions. Later in the Summary Report, the five goal statements directly respond to the issues raised under each question.

#### Who is in Charge?

The park is currently managed by four separate departments of the City. A formal Memorandum of Agreement (MOU), annually updated, establishes the roles for each entity and their operational responsibilities. Budget pressures within the City of Alexandria have adversely impacted the park, making it challenging to meet the needs for the



Figure 2 - Loop path users in Fort Ward Park

<sup>1</sup> 'Cultural resources' is a term commonly used in reference to archaeological and historical features



Figure 3 - Loop path near fort gate

## FORT WARD PARK DEFINITION AND PURPOSE

*Fort Ward Park is classified as a Destination/Historical Park by the City of Alexandria. It is similar in service area, use and size to the City's six other Citywide Parks<sup>1</sup>. Fort Ward Park's founding purpose was for use as a 35-acre historic park and Civil War museum with supporting recreational facilities, picnic areas and an amphitheater all enhanced by carefully located planting beds<sup>2</sup>.*

*Later, additional acres (not subject to this Management Plan) were acquired and are used for active recreation and athletic fields. Today, in addition to its historic, interpretive and educational mission, the park serves the surrounding community's need for passive recreation consisting of less structured and less formal activities. Examples include: a playground, picnic areas, historic/cultural sites, an amphitheater and natural resource areas. The park is also significant locally as preserved open space for the City of Alexandria—associated with an adjoining complex of centrally located and largely wooded parcels of land owned by Episcopal High School and the Episcopal Theological Seminary.*

<sup>1</sup> Citywide Parks Improvement Plan 2014, City of Alexandria, Virginia Department of Recreation, Parks, and Cultural Activities, Park Planning, Design & Capital Development, Draft, January 16, 2014. Page 9

<sup>2</sup> Application for listing on the National Register of Historic Places approved by the Executive Director, Virginia Historic Landmarks Commission, Commonwealth of Virginia, February 16, 1982

preservation of its nationally and regionally significant resources while at the same time meeting recreation needs.

A number of different volunteer groups support the park within very specific areas of focus, primarily related to its history. Currently, there is not a formal, single coalition of interest groups or an over-arching volunteer group independent of the City to take the lead in advocacy for the park and its many resources. The City Council-appointed advisory group—Ad Hoc Fort Ward Park and Museum Stakeholder Advisory Group (FWAG)—terminates in September 2014.

## What Should the Park Become?

As archaeological investigations document more of the rich stories of the site while the demand for the park's role as open space increases, tensions between what the park has been and where it is headed are apparent in the ongoing transformation of the site. Best practices for management and maintenance activities address issues and site constraints facing the park.

## How Should the Park be Maintained?

Maintenance practices have been deterred while investigations of potential archaeological elements were ongoing. Wisely, normal park maintenance ground disturbing activities such as tree planting, stump removal or ground aeration were prevented until further information was made available to ensure that cultural resources were not inadvertently damaged or destroyed. The challenge is to now restore appropriate landscape cultural (maintenance) practices to the site.

## Which Stories Should be Told?

Multiple threads of interpretive stories should be tied together to share the stories of the site from the Civil War to Civil Rights eras. Much of the current interpretation and museum display is focused on stories related to the site's role during the Civil War. Recent installation of interpretive panels share the story of "The Fort" community that grew up in conjunction with the fort and remained until the creation of the park. Many additional stories remain and await interpretation.

## Which Recreation Facilities Belong in the Park?

Fort Ward Park is one of Alexandria's citywide large parks. In addition to its rich cultural resources, the park also serves as open space for passive recreation in the west end of the city. As the population grows, additional demands for facilities supporting these activities will grow as well.





Figure 4 - Oakland Baptist Cemetery

## The Management Plan

### Why a Management Plan?

A management plan lays out a long-range plan that provides strategic guidance for decision-making on complex issues that have many variables and potential answers. Expanded from the concept of a master plan—a type of plan that prescribes improvements and their location within a set time period—a management plan is usually focused on historical and natural resources, educational opportunities and operational issues.

The Fort Ward Park and Museum Area Management Plan focuses on the protection and enhancement of the site's natural and historical resources, interpretation of those resources, pedestrian and vehicular circulation and recreation facilities. The plan recommends best practices and actions to better manage the park and synthesizes years of work—from early FWAG reports to the current planning team effort—to document the significance, threats and vulnerabilities to the resources at the park while recognizing the continuum of history within the region and parkland. These findings are incorporated in the management recommendations to address immediate and long-term needs of the park.

The plan seeks to integrate Fort Ward Park's historical significance and context with contemporary park operations and more recently updated archaeological information. The over-arching intent is that Fort Ward and its resources are sustained, maintained and interpreted. Management recommendations for resource protection, interpretation and enhancement synthesize and apply the best practices available to address the management issues and concerns identified through the planning process. Management recommendations support a broad array of users and uses; protect and maintain the park's nationally significant natural resources; serve to educate the park and museum visitors through innovative and engaging interpretation and programming; and continue to satisfy the growing needs for passive recreational enjoyment of a shady, natural oasis from an increasingly complex urban environment.

Separately, but equally important, is a series of maps that delineate management zones for park operations. One of the challenges that has long faced park managers is the potential that ground disturbing activities such as tree planting or stump removal might inadvertently damage undocumented cultural resources. All ground disturbing activities were halted in 2010 as archaeological investigations took place. Based on this report and the work leading to its compilation by the Office of Historic Alexandria (OHA) and the Recreation, Parks and Cultural Activities (RPCA), park operations were able to begin selected ground disturbing maintenance practices in designated areas of the park in the fall of 2013. Management zones are defined for park operations and serve as graphic definitions of areas of responsibilities and directed actions. Examples of zone maps include the location for maintenance responsibilities between OHA, RPCA, Transportation and Environmental Services (T&ES) and General Services (GS) and the identification of landcover types and maintenance boundaries for woodlands, turf and meadow land.

**The MOU and the map designating levels of ground disturbance are the linchpin of this management plan.** Developed by OHA (Plate 12 in Section II.8, with additional detail provided in Appendix II), it summarizes findings from archaeological investigations in the park. It delineates archaeological sites and ranks their vulnerability to





Figure 5 - Picnickers near meadow at park entry

ground disturbing activities. This work serves as the basis for all park operation management zone mapping, the proposed soft path alignment and recommendations for facility improvements and relocation. As additional site investigations take place, it is critical that all parties coordinate document updates.

As described in the City's Request for Proposal for the development of the management plan, the Fort Ward Park and Museum Area Management Plan addresses and incorporates the following elements.

- Serves as a guide and policy document for current and future park staff, other partnering agencies, elected officials and interested members of the public
- Identifies stakeholders affected by the park management plan and park use
- Balances the management of natural, cultural and recreational resources and defines needed actions to mitigate any adverse effects
- Identifies sustainable practice strategies that coordinate site use, site protection and changes at the site over time
- Provides a framework for monitoring, preserving, protecting and maintaining resources at the park, including the earthwork fort, archaeological resources, interments, natural features and landscape
- Identifies coordinated park enhancement opportunities, including possible upgrades related to historical education and interpretation; the recognition and demarcation of graves and cemeteries; park facilities, museum additions and improvements; recreation infrastructure; public accessibility and plantings.
- Provides estimates of probable costs for those actions ranked as being of the highest priority by members of FWAG
- Provides overall project priority for the actions included in the management plan
- Serves as a guide for future park budget allocations and annual funding requests

By integrating the historical context of the site and contemporary park operations, successful implementation of the management plan will sustain, maintain and interpret the park and its many resources.

## The Management Planning Process

Prior to the planning team's involvement, the Alexandria City Council-appointed FWAG researched and developed a report for City Council that identified issues facing the park and proposed a number of recommendations to address them. Published over a two-year period in 2011 and 2012, the FWAG document includes chapters focused on history and culture; recreational use; environmental and natural resources; park operations; planning; development and promotion; Civil War resources; African American cemeteries and burial sites; African American structures and other resources; cultural resources related to the museum and its collections; and programs and management recommendations for the environmental resources at Fort Ward.

The planning team's work incorporates the issues facing the park and museum as identified by the FWAG. This work was supplemented with additional field work, mapping and research. Planning team members used their professional judgment to shape the framework for the Fort Ward Park and Museum Area Management Plan.

The plan has five structuring goals drawn from the grouping of challenges that face the park. It is organized in a framework structured by these goals to guide the management activities related to the park. Derived from discussions during the public engagement process, from the FWAG's work and additional research from the planning team, each goal focuses on a specific sector of issues and challenges facing the park. Each of the five



Figure 6 - Amphitheater in park (photo courtesy of Sharon Annear)

goals are further articulated with objectives, strategies and actions. To assist the reader in navigating the plan, the goals are consistently color-coded in Section I and Section II. This framework, in association with recommended best practices and actions, was presented to the FWAG and the general public. The five goals, shaped by issues and challenges as identified by FWAG and confirmed by the planning team and public review, are as follows.

- *Who is in Charge?*

**Goal 1**

**Management and Funding**

- *What Should the Park Become?*

**Goal 2**

**Park Character**

- *How Should the Park be Maintained?*

**Goal 3**

**Landscape Cultural Practices**

- *Which Stories Should be Told?*

**Goal 4**

**Educate and Engage Visitors**

- *Which Recreation Facilities Belong in the Park?*

**Goal 5**

**Enhance Park Facilities**

## Public Engagement

In addition to the close interaction with the FWAG appointees, the planning process incorporated an active and broadly based engagement of the general public. Monthly FWAG meetings were open to the public, with a public comment period incorporated at each meeting.

Two park “listening sessions” were conducted at Fort Ward Park in early June 2013. Display tables were staffed by the planning team to elicit informal conversations with park visitors. A park survey was provided at the display table and to users throughout the park. The survey was also made available on the City’s website. It included questions specific to Fort Ward Park and questions parallel to those asked during the Citywide Parks Improvement planning effort for the City’s large parks.

The January 13, 2014 Fort Ward Park and Museum Area Management Plan was linked to the City’s website. Following the draft publication, two public meetings were held to answer questions and to explain the plan contents. The first session, a formal presentation with questions and answers following, was held on the evening of February 24, 2014 at St. Stephen’s and St. Agnes’ Middle School gymnasium, next door to the park. The second



Figure 7 - Fort Ward gate and cannons

session, an open house, was held the following Saturday afternoon, March 8, 2014, at the same meeting site. Comments on the draft plan were also solicited on the City's website.

## Associated Work Efforts

### Drainage Report, URS 2014

The site and its issues are complex. A separate study on stormwater and drainage, *Fort Ward Park Drainage Master Plan*, was undertaken by URS under a separate contract simultaneous to the management planning effort. Coordination of the management plan and drainage report recommendations was key to both work products. A copy of the report is included in Appendix I of this plan.

Sixteen sites were examined through field reconnaissance to evaluate the existing conditions and to identify potential measures to improve the drainage and sedimentation. URS performed hydrologic and hydraulic analyses to verify the capacity of the existing stormwater system. Drainage recommendations include both structural and nonstructural measures.

Three recommended storm drainage system pilot project improvements were proposed.

- The first is the retrofitting of the existing stormwater system to reduce sedimentation and to improve the water quality of runoff through the installation of a filter system under the existing gravel parking area adjacent to West Braddock Road
- The second is the construction of a diversion berm (shaped landform) and installation of an underground drainage pipe to improve the sheet runoff and subsequent erosion that is impacting the Oakland Baptist Church Cemetery and adjacent Old Grave Yard
- The third is to stabilize the stream north of the cemetery

### Archaeological Investigations

Three stages of archaeological work have been completed in the park—Stages 1, 2A and 2B. Stage 3 has been recommended by the Office of Historic Alexandria (OHA) staff but has not been funded during the past two City budget cycles. Other than the archaeological review associated with the current MOU agreement, the Save America's Treasures grant, or upcoming drainage improvements, no additional investigation has been conducted with the exception of week-long summer camp programs for middle and high school students. Archaeological investigation will continue at Fort Ward over a number of future years, as funding and opportunities present themselves. In the meantime, the existing MOU serves to protect archaeologically sensitive areas until further study can be undertaken.

### History Report, Dr. Krystyn Moon 2014

Although not completed in time for incorporation within the recommendations of this report, Dr. Krystyn Moon produced an historical report on the parkland, *Finding the Fort: A History of an African American Neighborhood in Northern Virginia, 1860s-1960s*, that is referenced in this document's Appendix III.

### Citywide Parks Improvement Plan 2014

Parallel to the development of the Fort Ward Park and Museum Area Management Plan, the City of Alexandria conducted a planning effort for Alexandria's parks that are over 15 acres, municipally owned and have multiple uses. Six parks were included: Ben Brenman and Armistead L. Boothe Parks, Chinquapin Park, Four Mile Run





Figure 8 - Archaeological findings from Fort Ward Park

Park, Joseph Hensley Park, Holmes Run Park System and Simpson Stadium Park. Although Fort Ward Park also meets the criteria for inclusion, the complexities facing park management and operations at Fort Ward led to a separate planning effort.

Although generated separately, the Citywide Parks Improvement Plan's four objectives and eight recommendations (sidebar) are equally applicable to Fort Ward. The plan's four objectives follow.

- *Increase accessibility to the City's large parks and their facilities*
- *Design public spaces that meet multiple community needs and balance passive and active uses*
- *Steward and cultivate the parks' many natural and cultural resource assets*
- *Strengthen the network of Citywide Parks and its role in connecting the community*

Each recommendation noted in the sidebar included an estimated cost for the six parks were the focus of the plan. Since Fort Ward was excluded from the citywide planning effort, costs to implement any of the eight common recommendations at Fort Ward Park must be generated separately.

### Other City Plans and Documents

A number of other citywide plans that influence Fort Ward's operations and management, influencing and guiding policy decisions affecting implementation of the management plan's recommendations. These include the *Urban Forestry Master Plan*, the *Environmental Action Plan 2030*, *Alexandria Open Space Plan*, *Park and Open Space Facilities Prioritization Analysis* amongst others. A full list is included in the bibliography in Section II.10.

## Plan Structure

### Section I

Section I, the Summary Report, identifies the key recommendations and findings of the Fort Ward planning effort and directs the reader to a specific location for further information. It is a guide and policy document for use by

### Recommendations for all Citywide Parks<sup>1</sup>

- **Improve Wayfinding throughout the Park System**  
*A similar concern was identified in the Fort Ward planning effort and is addressed under Goal 5, Strategy 5.2.3. Currently, there is no consistent graphic conformity for welcome, rules and regulation, and historical/educational signs.*
- **Provide Improved Trash Receptacle Locations and Recycling Program**
- **Include Universal Accessibility in all Plans**  
*The Fort Ward Management Plan addresses this issue under Goal 1 and Strategy 1.3.2—Enhance park's accessibility and meet ADA standards. In addition to meeting the 2010 standards, the Fort Ward plan recommends meeting the draft 2009 Outdoor Recreation Access Route standards for paths connecting park features.*
- **Locate Public Art in Collaboration with the Office of the Arts Public Master Plan**  
*The management plan recognizes the interest in the incorporation of public art at Fort Ward Park under Goal 1, Strategy 1.3.1.*
- **Establish Parking Policy and Standards**  
*This is focused on athletic facility parking, given the exclusion of the athletic fields from the Management Plan, it is not addressed in this document.*
- **Upgrade Utilities in the Parks to Support Park Uses, including Special Events**  
*Opportunities to upgrade or expand the park's existing facilities—the amphitheater, restrooms, the museum, etc.—are directly affected by the park's infrastructure.*
- **Install Additional Bicycle Racks in the Parks**  
*Recommendations specific to bike racks did not come up in discussions during the Fort Ward planning sessions, but the park is used by bicyclists and is featured as a stop on several bicycle trails.*
- **Complete a Documentary Study and Archaeological Evaluation and Incorporate Interpretive Elements**  
*Of great relevance at Fort Ward, this is addressed under all goals, and in particular, interpretation is the focus of Goal 4.*

<sup>1</sup> Although Fort Ward is one of the City's large parks, it was not included in the Citywide Parks Improvement Plan because of the separate development of the management plan.



Figure 9 - Tree damage at Fort Ward Park

park staff, other partnering agencies, elected officials and interested members of the public. Recommendations are structured by the goals and subdivided into multiple actions. Given the large number of recommended actions, priorities were established and the Summary Report focuses on high priority actions.

## Section II

This section provides supporting documentation to the Summary Report. Section II provides background material and discussion considered by FWAG in support of the key recommendations. The first five chapters reflect the January 13, 2014 draft document. Section II chapters are as follows.

- **Section II.1** - Summarizes the background, location and history of Fort Ward Park.
- **Section II.2** - Presents a snapshot of the site's present natural and cultural resources.
- **Section II.3 and II.4** - Outlines a framework for balancing the need to accommodate a wide range of users and bring awareness to the special significance of Fort Ward Park and the Museum.
- **Section II.5** - Presents the report's recommendations in greater detail than found in this Summary Report. Recommendations are focused around a framework of goals, objectives, strategies and actions. The framework recognizes that the management actions for Fort Ward Park must support a broad array of users and uses; must protect and maintain the park's nationally significant historic and cultural resources and locally significant natural resources; must strive to educate its visitors through innovative and engaging interpretation and programming; and must continue to satisfy the growing needs for passive recreational enjoyment of a shady, natural oasis from an increasing complex urban environment.
- **Section II.6** - Contains the illustrated compilation of Best Practices as tied to each of the recommended actions under the five goals. Section II.6, in conjunction with Section II.7, contains the most critical background material related to the plan's implementation. Both chapters include a comprehensive listing and explanation of each action item. Only those actions ranked as high priority actions by the FWAG or the City are included in the presentation of actions in the Summary Report. Refer to Section II.5, II.6 and II.7 for a full list of actions.
- **Section II.7** - Incorporates an implementation table, with details related to management and monitoring for each action, priority ranking, probable cost (if applicable), responsible party and time frame for implementation. Each action's level of priority, drawn from both FWAG responses and the City, is noted with caveats. The most highly ranked actions by FWAG determined which actions would have probable costs developed. Not all actions identified as a priority by individual FWAG members had costs developed for them. Generally, actions that received support from four or more FWAG members were evaluated in more detail with probable statements of costs developed.
- **Section II.8** - Plates - series of maps prepared for the planning effort.
- **Section II.9** - Landscape Management of Earthworks and Other Civil War Resources.
- **Section II.10** - Bibliography.

## Appendices

- **Appendix I** - *Fort Ward Park Drainage Master Plan*, prepared by URS, 2014.
- **Appendix II** - Text, Table and mapping summarizing the status of the archaeological research in the park as of April 2014. This information was used to generate Plate 22, Ground Disturbing Activities.
- **Appendix III** - *Finding the Fort: A History of an African American Neighborhood in Northern Virginia 1860s-1960s*, prepared by Krystyn Moon for OHA under a separate contract.
- **Appendix IV** - 2011 MOU, 2014 MOU DRAFT, Ground Disturbing Activities Notification Protocol



Figure 10 - Speed bump on paved loop path that does not meet current ADA standards

## Recommendations

### Goals, Objectives and Strategies

The five goals are summarized in this document on the following pages. Using the color coding that is consistent throughout the plan, each goal statement is supported by its objectives and strategies and accompanied by an illustration of a best practice employed to achieve the recommended goal. The highest priority actions related to each strategy follow this section.

### Goal 1—Management and Funding

Goal statement, consistently color coded throughout the document

*The City of Alexandria will support a broad array of users and uses by collaboratively managing the park and equitably investing in the Fort Ward Park and Museum Area as compared with other regional city parks and facilities.*

#### Goal 1 Objectives and Strategies

##### 1.1 Continue the collaborative management process between City agencies as established in the Memorandum of Understanding (MOU)

The MOU between the Office of Historic Alexandria (OHA), Department of Recreation, Parks and Cultural Activities (RPCA), Department of Transportation and Environmental (T&ES) Services and Department of General Services (GS) spells out the operations and maintenance responsibilities for the Fort Ward Park and Museum Area. It is the primary tool for allocating resources and identifying needs in a manner consistent with the management plan.

- 1.1.1 Use the MOU process to assess and monitor progress and identify problems and solutions

##### 1.2 Make Fort Ward Park a priority in the City of Alexandria funding

The annual update of the MOU and annual monitoring and progress reporting can be utilized to establish a defensible budget for management and maintenance practices as needed to preserve, protect, repair and maintain the nationally and regionally significant resources that are the responsibility of its owner, the City of Alexandria.

- 1.2.1 Plan for and communicate the needs and priorities for park management funding (operational and capital) as part of the City budget consistent with the responsible stewardship of a significant historic site and regional park serving the entire City and beyond

##### 1.3 Support and finance enhancements to park facilities to meet the needs of the broadest array of park users and neighbors

Broadening the user base is a critical step in gaining the financial and management support for the responsible stewardship and necessary enhancements to Fort Ward Park.

- 1.3.1 Broaden the array of programming and public art in Fort Ward Park
- 1.3.2 Enhance park's accessibility and meet ADA standards

The level of funding and resources available to manage the park is a critical issue facing the park. Current funding levels do not meet all the needs for the preservation of its nationally and regionally significant resources while at the same time meeting recreational needs. There is a strong perception that the allocation of resources is unbalanced and Fort Ward Park is not receiving a fair share of resources when compared with other parks of its size and significance.

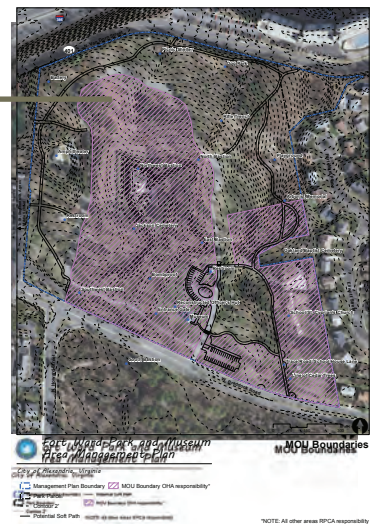


Figure 8 - MOU Boundary Zone Map, proposed adjustment to clarify park maintenance responsibilities for historic sites

Listing of the associated objectives and supporting strategies

Illustration of best practice example - in this case a revision of the boundaries for park maintenance



**Goal 1—Management and Funding**

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**Who is in Charge?**

The level of funding and resources available to manage the park is a critical issue facing the park. Current funding levels do not meet all the needs for the preservation of its nationally and regionally significant resources while at the same time meeting recreational needs. There is a strong perception that the allocation of resources is unbalanced and Fort Ward Park is not receiving a fair share of resources when compared with other parks of its size and significance.



## Fort Ward Park and Museum Area Management Plan

## MOU Boundaries

City of Alexandria, Virginia

- Management Plan Boundary
- MOU Boundary OHA responsibility\*
- Park Parcel
- Contour 2'
- Potential Soft Path

\*NOTE: All other areas RPCA responsibility

Figure 12 - Goal 1 Example: MOU Boundary Zone Map, proposed adjustment to clarify park maintenance responsibilities for historic sites



**Goal 2—Park Character: Preserve, Protect, Repair and Maintain Resources**

*The City of Alexandria, working with its boards and commissions, volunteers and park neighbors, will work to protect and maintain the nationally significant historic and cultural resources and locally significant natural resources found within Fort Ward Park.*

## Goal 2 Objectives and Strategies

### **2.1 Protect vulnerable park areas from adverse ground disturbing activities**

At the most basic level, vulnerable park resources must be protected from ground disturbing activities; however this does not mean that nothing can be disturbed. Ground disturbance must be monitored by activity, depth and frequency. Mapping should reflect the most recent finding on site and included in the annual MOU review and update.

- 2.1.1 Determine level of permitted ground disturbance

### **2.2 Heal areas of erosion and compacted soils within the park**

Erosion and compacted soils contribute to stormwater management problems and degrade the recreational experience in the park.

- 2.2.1 Stabilize surface areas
- 2.2.2 Improve compacted soils
- 2.2.3 Relocate or remove uses that conflict with resources

### **2.3 Enhance park's vegetative character and open space**

The park's open grassy areas, its mature woods and rich ornamental plantings have all declined due to over use and a general lack of investment needed to keep up with the maintenance needs. Storm damaged vegetation has not been replaced due to concerns about adversely affecting archaeological resources. The once thriving azaleas and other plants are in decline. A map designated 'Management Zones for Landcover' has been prepared that crisply identifies turf area (irrigated and non), woodlands and meadows.

- 2.3.1 Maintain mix of open and wooded landscapes
- 2.3.2. Develop and adopt planting approach for Fort Ward's natural and cultural landscapes

## What Should the Park Become?

The management plan recognizes the competing roles and demands on the park. What kind of place is the park? How do all the park's competing interests intersect into a coherent whole?

The plan identifies a range of maintenance and management practices that best address the issues and site constraints, presented in Sections II.6 and II.7. These "best practices" are generally applicable throughout the park, specific to natural resources or specific to the cultural resources—in particular the earthworks, "The Fort" community and burial and cemetery sites.



## Fort Ward Park and Museum Area Management Plan

City of Alexandria, Virginia

Management Plan Boundary

Park Parcel

Potential Soft Path

Minimal Ground Disturbing Activities (such as aeration, stump grinding, tree planting, and soft path construction)\*

No Ground Disturbing Activities Allowed without further review by OHA

No Ground Disturbing Activities Allowed except for placement of formal interpretive elements with archaeological review and investigation by OHA

## Ground Disturbing Activities

\*Minimal Ground Disturbing Activities source: Draft Summary - Archaeological Investigations Fort Ward Park spreadsheet, Fran Bromberg, Jan. 2013.

General Note: Areas denoted as "Minimal Ground Disturbing Activities" may contain impervious surfaces such as concrete or asphalt.

Figure 13 - Goal 2 Example: Level of ground disturbance allowed and associated landscape cultural practices; striped green pattern allows for greatest level of ground disturbance (tree planting for example with notification of OHA) and red indicates most restrictive area where ground disturbance is most limited

**Goal 3—Landscape Cultural Practices**

*Adopt appropriate and coordinated landscape management practices.*

## Goal 3 Objectives and Strategies

### **3.1 Support ongoing landscape cultural practices**

The City of Alexandria's RPCA currently has a monthly maintenance calendar and is moving towards adapting guidelines for the level of maintenance service (leaf removal frequency, mowing frequency, etc.) modeled on standards developed by the APPA as defined in *Operational Guidelines for Educational Facilities, Grounds*, second edition.

- 3.1.1 Coordinate Management Plan recommendations with RPCA operations

### **3.2 Contribute towards the City of Alexandria's Tree Canopy Goal of 40%**

The City of Alexandria's Urban Forestry Master Plan identifies a goal of establishing a 40% tree canopy cover for the City as a whole and planting 400 new trees citywide per year to achieve that goal.

- 3.2.1 Restore and expand the existing woodlands
- 3.2.2 Assess tree cover and health
- 3.2.3 Perform tree maintenance

### **3.3 Restore shrub layer**

The shrub layer is an important element of the desired park character as noted during the park listening sessions and in the Fort Ward Advisory Group report on the park's natural resources. Restoration of the shrub layer requires restorative pruning, soil amendments, top dressing and weeding to remove non-native invasive species.

- 3.3.1 Restore shrub layer in high visitor use areas and at woodland edges
- 3.3.2 Perform shrub maintenance

### **3.4 Remove inappropriate vegetative growth**

Non-native invasive plant materials are problematic in the park. Vines smother trees, groundcovers potentially damage the earthworks and burial grounds. Identification of the extent of the problem, followed by a systemic eradication program is needed.

- 3.4.1 Remove non-native invasive groundcovers and undesired shrubs and saplings from earthworks and burial grounds
- 3.4.2 Minimize non-native invasive plants

### **3.5 Establish attractive and sturdy turf**

Turf areas in the park serve as a back yard for many of the neighboring apartments, as well as for those wishing to picnic, relax or appreciate the park-like setting of Fort Ward Park. This appreciation has led to over use, soil compaction and lack of vigorous turf growth. Several areas of the park have been designated as "no mow" areas, where grasses are allowed to grow, enhancing infiltration and preventing foot traffic from fragile resources.

- 3.5.1 Actively manage turf
- 3.5.2 Actively manage meadow growth



### 3.6 Train maintenance personnel on appropriate practices for historic and archaeological sites and natural areas

Under the current MOU, OHA is responsible for maintenance around the Civil War fortification and museum. With extensive historic and archaeological resources throughout the park, training for maintenance personnel should be directed towards all those with maintenance responsibilities throughout the park.

- 3.6.1 Use the MOU park maintenance zone areas to identify level of training required for maintenance personnel

#### How Should the Park be Maintained?

This goal is focused on the more traditional park maintenance and operations needs. The City of Alexandria is moving towards adopting the APPA guidelines for grounds maintenance, where levels of service are defined as 1 through 5.

The existing woodlands at Fort Ward Park are in serious decline. Tree count is down by one-quarter or more, based on a survey of approximately 600 trees in the park. No new trees or shrubs have been planted since 2010 due to ground disturbance concerns related to unknown archaeological resources. Now that more information is known about the archaeological resources and a process has been established for ground disturbing activities as part of the management plan, new trees and shrubs need to be planted on an annual basis. Additional effort must be invested in maintaining the remaining trees, shrubs and turf.



#### Fort Ward Park and Museum Area Management Plan

City of Alexandria, Virginia

- |                          |           |                     |
|--------------------------|-----------|---------------------|
| Management Plan Boundary | Woodlands | Turf not irrigated  |
| Park Parcel              | Meadows   | Irrigated turf      |
| Contour 2'               |           | Arborist's Memorial |

#### Management Zones Land Cover Definition

Figure 14 - Goal 3 Example: Land over treatments: woodland, meadow, turf

**Goal 4—Educate and Engage Visitors - Share the Stories of Fort Ward Park**

*Increase and broaden the audience in support of the park's preservation and enhancement by providing a high quality interpretive and educational experience.*

## Goal 4 Objectives and Strategies

### ***4.1 Develop a detailed Interpretive Plan for Fort Ward Park that celebrates the park's multi-faceted history***

The management plan lays out a broad interpretive framework regarding the time frame, geography, audiences and potential themes for park interpretation. A more detailed interpretive planning effort is needed to apply themes to sites, select appropriate stories related to each theme and site and to identify the appropriate interpretive tools that best tell the stories. The more detailed interpretive plan is necessary to define ways the landscape can be used as an interpretive tool while not overwhelming the park and its resources. The incorporation of the landscape will allow the Civil War-era interpretation to expand from the museum and "The Fort" community interpretation to be brought into the museum—presenting the site as one connected story from the Civil War to Civil Rights. OHA is to formally invite key stakeholders from the Fort Ward and Seminary African American Descendants Society, Civil War historians, naturalists, educators and community representatives to participate in a new advisory committee working on the development of an interpretive plan.

- 4.1.1 Expand or reform the Fort Ward History Work Group and Fort Ward Advisory Group to provide advice on the interpretive planning, design and implementation
- 4.1.2 Make use of landscape features to tell the stories

### ***4.2 Increase awareness of the site's local, regional and national significance by linking to themes related to the Defenses of Washington with the establishment and building of an African American community***

Recent archaeological work and historical research presents a tremendous opportunity to link the system of forts associated with the Defenses of Washington with the African American settlements that grew into communities in and around many of these forts. The story is not being told anywhere else—allowing Fort Ward to be identified as a significant place for the interpretation of African American heritage.

- 4.2.1 Greet and orient the visitor
- 4.2.2 Link interpretation at Fort Ward to broader citywide and region-wide themes
- 4.2.3 Strengthen regional linkages to interpretation at Fort Ward

***4.3 Reorganize and/or expand the museum to engage more visitors and broaden the stories told***

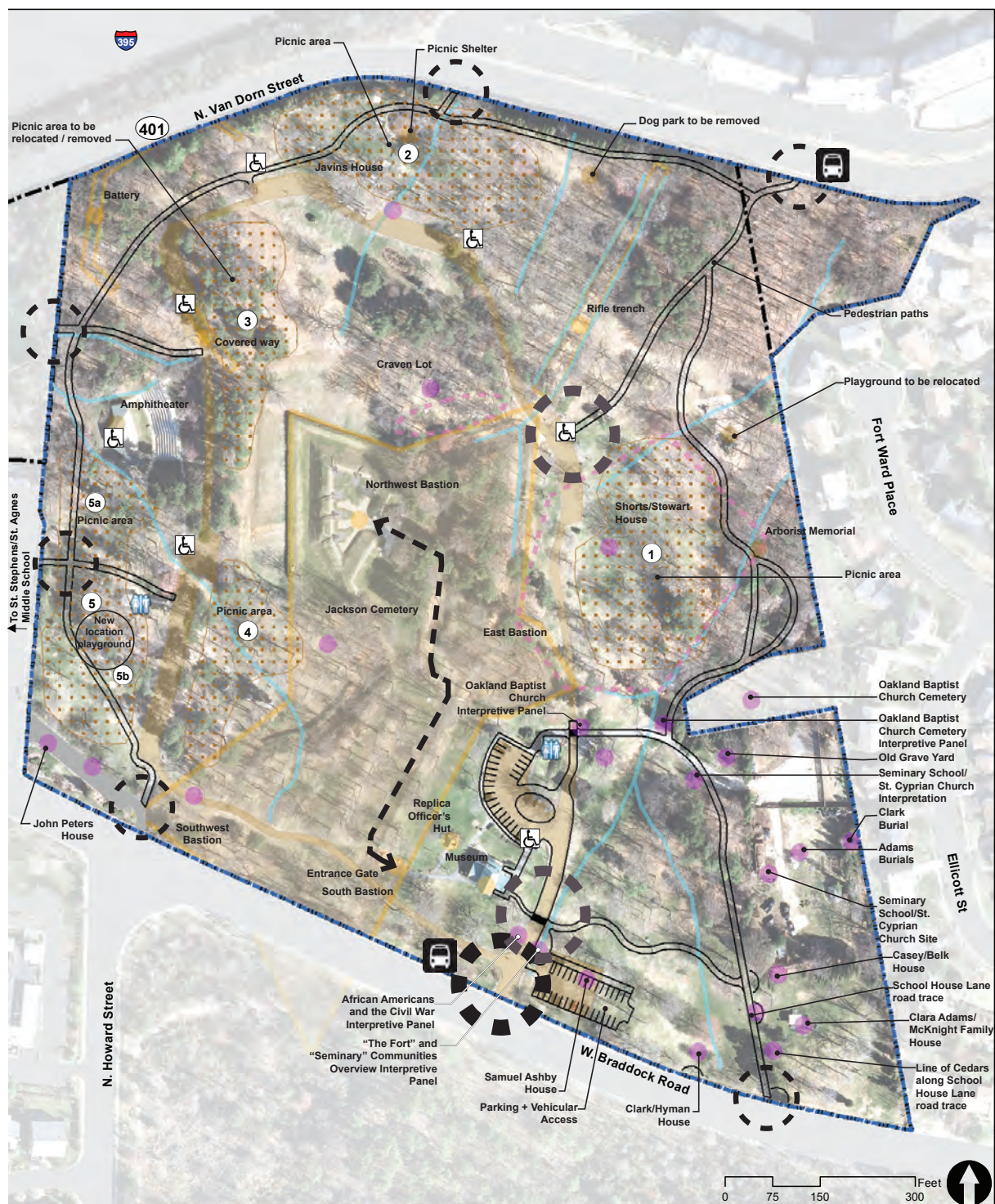
The Fort Ward museum is a tremendous resource for telling the story of the Civil War fortifications, the Defenses of Washington and the African American communities that grew up around them after the war. But more than just the story, the museum has the potential to encourage visitors to establish connections with the people and places associated with the stories—involving moments of intellectual and emotional revelation, perception, insight or discovery. The museum and park can encourage these connections by developing more self-guided experiences where the visitor discovers the connection through a more interactive experience.

- 4.3.1 Develop the tools and resources needed to expand museum interpretive opportunities with self-guided experiences
- 4.3.2 Create a capital campaign to raise funds for a museum expansion
- 4.3.3 Use the existing museum building for new exhibits
- 4.3.4 Create as many opportunities for personal connections as possible and visitors will enjoy the experience and find relevancy
- 4.3.5 Reach people who do not normally go to museums by taking the museum to places where this audience normally goes

**Which Stories Should be Told?**

Currently there is both passive and active interpretation in the park. Many of the existing interpretive exhibits need to be refreshed, and recent findings from archaeological work and historical research for the fort need to be incorporated into new and updated interpretations focusing on the overall thematic time frame, from the Civil War to the Civil Rights-eras. A more detailed interpretive plan is needed to apply themes, topics and related stories to sites and places within the park.





## Fort Ward Park and Museum Area Management Plan

City of Alexandria, Virginia

- |                          |                                       |                      |
|--------------------------|---------------------------------------|----------------------|
| Management Plan Boundary | Native American Resource              | Recreational Feature |
| Park Parcel              | The Fort Community Features           | Picnic Area          |
| Park Road or Parking     | Civil War Features                    | Restroom             |
| Drainage flowlines       | Fort earthworks and interior features |                      |
|                          | Exterior Fort earthworks              |                      |

## Potential Soft Path System and Enhancement Opportunities

- |                             |
|-----------------------------|
| Potential Soft Path System  |
| Potential park access point |
| Entrance / orientation      |
| Planned ADA path            |
| Potential ADA parking       |

Figure 15 - Goal 4 Example: Potential interpretive opportunities

**Goal 5—Enhance Park Facilities**

*Satisfy the growing need for passive recreational enjoyment of a shady, natural oasis from an increasingly complex urban environment.*

**Goal 5 Objectives and Strategies*****5.1 Clarify and enhance park circulation and parking***

Park users and FWAG members identified a number of issues and problems that related to the park entrance, parking, vehicular and pedestrian use of park roadways, pedestrian circulation and the need for a secondary system of soft paths.

- 5.1.1 Improve pedestrian circulation and safety
- 5.1.2 Improve bus access and parking (tour and school groups)
- 5.1.3 Reconfigure existing parking

***5.2 Minimize conflicts between adjacent uses both within and around the park***

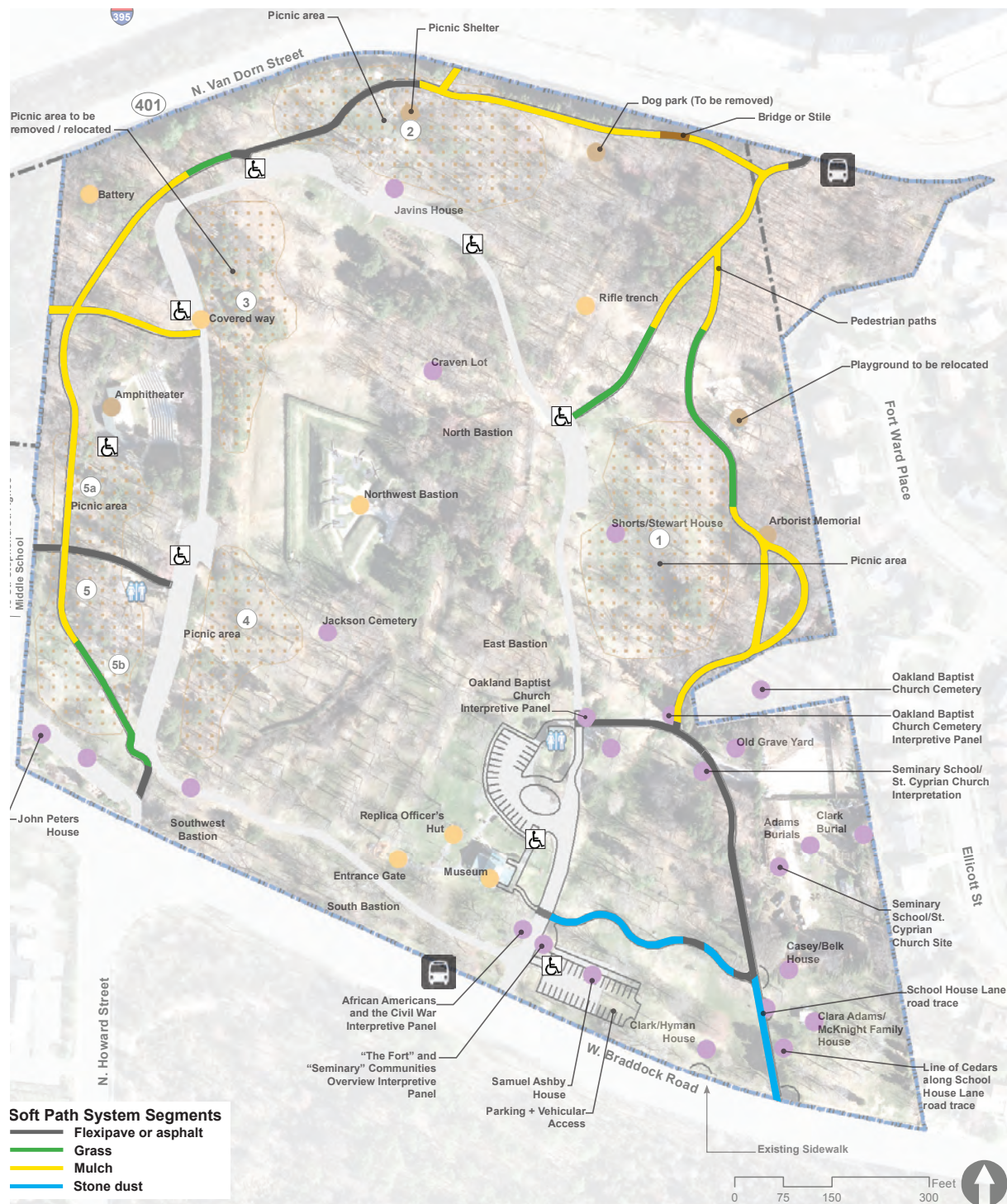
Park users and FWAG members identified a number of issues and problems that have led to conflicting experiences among users with different expectations during their visit to Fort Ward Park.

- 5.2.1 Communicate park regulations
- 5.2.2 Remove the off-leash dog exercise area location and facility
- 5.2.3 Relocate and enhance park facilities (long-term) to better serve the public and to protect the park's resources
- 5.2.4 Evaluate the effort required to upgrade and improve the amphitheater for more active use
- 5.2.5 Replace, upgrade or remove failing facilities

**Which Recreation Facilities Belong in the Park?**

As noted in Section II.3, Fort Ward Park is valued for its passive recreational uses, as well as for the events and gatherings associated with the historical aspects of the park.





Soft Path System

Figure 16 - Goal 5 Example: Soft path alignment with four different surface treatments



Figure 17 - Grassy area within Fort Ward Park

## Management Actions

Key to the plan's implementation are its actions, identified and related to each goal and organized under separate strategies. Actions match the best maintenance and management practices with the issues and site constraints facing Fort Ward. All the recommended actions are listed in Section II.5 Recommendations, illustrated in maps and photographs in Section II.6 Best Practices and are outlined in tabular format in Section II.7 Implementation Table. The highest priority actions are discussed more fully in this Summary Report.

### Action Ranking

Fort Ward has many needs, all of which cannot be addressed immediately or simultaneously due to funding, staffing and volunteer limitations. The Fort Ward Park and Museum Area Plan recognizes that the needs of the park must be addressed incrementally, over time as resources, staff and volunteer time become available. Action ranking takes into consideration priority of need and an understanding of what action needs to occur prior to another action taking place.

Ranking actions as medium or low priority does not mean that the lower ranked action is unimportant. Instead, ranking recognizes that phasing of the plan's recommendations is necessary. Funding is not available for all of the desired changes and improvements at this time. Funding requests must be placed in future City Capital Improvement Plans or gained from private fundraising and donations. Although some actions may be accomplished by volunteers, currently there is no structured volunteer organization, representative of the full spectrum of interests in the park, to oversee such activities.

### High Priority Actions

The action priority ranking incorporates phasing needs, particularly in terms of what must take place prior to another action being implemented and what actions are most critical to address Fort Ward's many needs. Decisions were predicated on several factors. Did an action need to be accomplished before another action could be implemented? For example, the fencing around the maintenance yard must remain for security purposes until the archaeological investigation can take place there.

Decisions were also based on park operations and good landscape cultural practices. For example, how should park operations handle leaf litter, where should meadows be located, what are the boundaries for turf and woodlands, etc.? Presumably, a number of these operation related actions ranked highly by the planning team or City staff were not ranked highly by FWAG as they were already being implemented in the spring of 2014. Although a number of the highly ranked actions are underway, others fall in the timetable of 1-3 years, 3-5 years or 5-10+ years.

Ranking also took into consideration priorities noted by the FWAG. Members were asked to identify their top three priorities under each of the five goal statements. Individual priorities are noted in Section II.7

### Estimated Cost

Probable estimate of costs were developed for the most highly ranked actions. Prices are in 2013 dollars, using unit costs developed for the Citywide Parks Improvement Plan unless noted. More detailed price information with line items is included in Section II.7. Year 1 is assumed to begin at Fiscal Year (FY) 2016. Current park operations

funding is complex. Funds for OHA managed contracts as defined in the MOU are currently transferred out of the RPCA operating budget. Any new or additional operating and maintenance activities will require an increase to the related operating budget. All funds noted in the following charts will require new or additional funding allocations.

To clarify the next steps priority actions are grouped by time frame and associated goals within three categories: Operations; Capital/CIP; and Partnerships.



Figure 18 - Action Priority Categories

The park is big and complex. Many actions were identified during the planning process. Highly ranked actions, to be undertaken in the near future, are listed in this Summary Report and are grouped by timing for implementation, categories and goal association. A much lengthier list of actions is included in Section II.6 Best Practices and Section II.7 Implementation, categorized by goal statement. The diagram below dissects the information presented for each highly ranked action in the Summary Report.

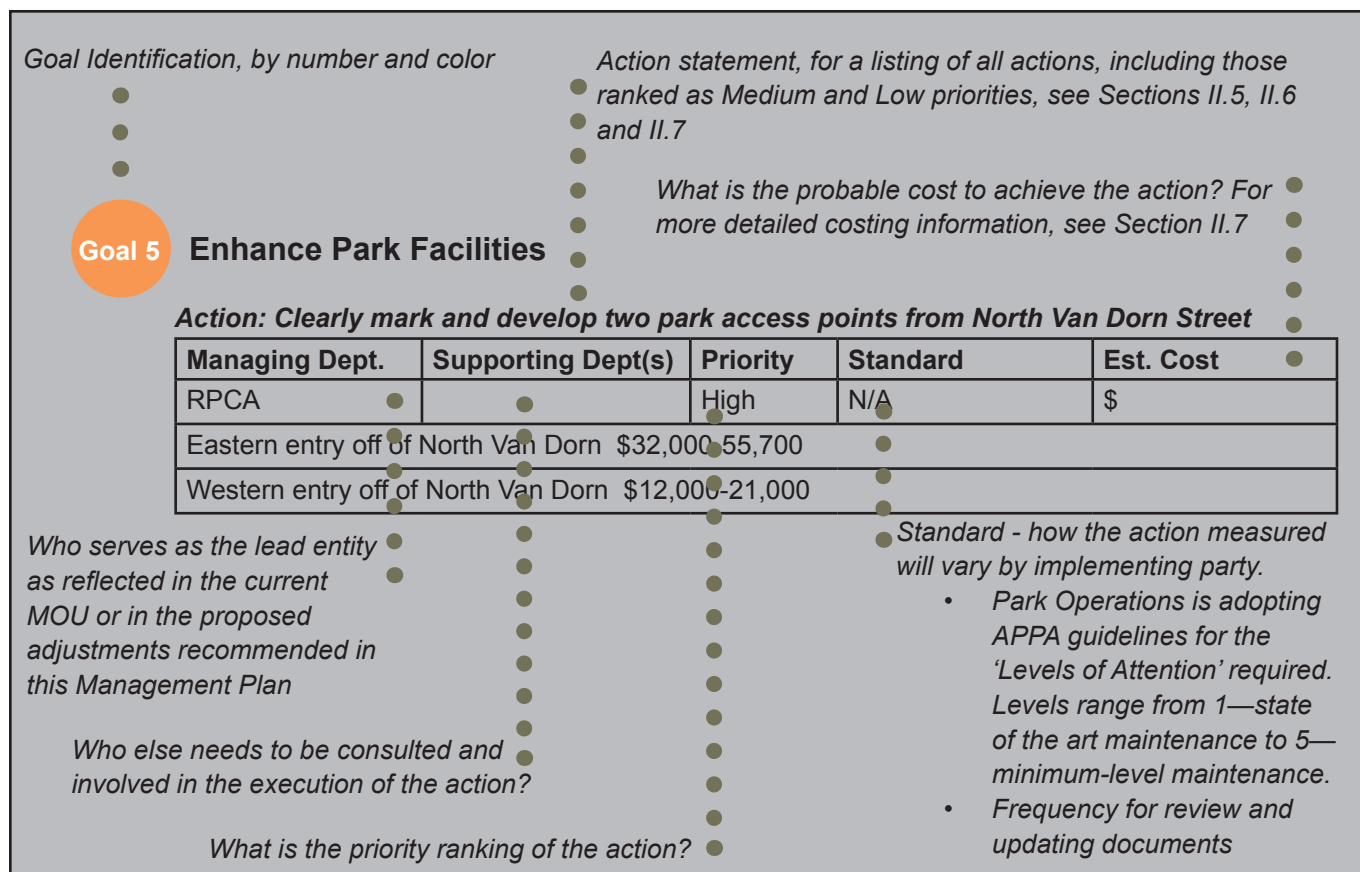


Figure 19 - Diagram of Action matrix



## Action Priorities: Underway or Completed

A number of actions included in the management plan are being or have been successfully implemented prior to adoption of the management plan. Their successful incorporation into park operations demonstrates the planning effort's value in achieving consensus with FWAG's, City staff and the planning team. As best practices were identified and supported by the work group, the practices have been incorporated into the care of the park. Although some are complete, none have been eliminated from the plan's recommendations to ensure that the actions continue to be supported and updated as appropriate.

### Operations

#### Goal 1 Management and Funding

##### *Action: Review and update Memorandum of Understanding (MOU) annually*

| Managing Dept.   | Supporting Dept(s) | Priority | Standard         | Est. Cost |
|--|--------------------|----------|------------------|-----------|
| OHA  | RPCA/T&ES/GS       | High     | Review quarterly | N/A       |
| Managing Department may change in accordance with future changes to the MOU. |                    |          |                  |           |

#### Goal 2 Park Character

##### *Action: Map areas in conjunction with RPCA to identify where ground disturbance may occur unsupervised; where ground disturbance may occur with supervision; and where ground disturbance is NOT allowed*

| Managing Dept. | Supporting Dept(s) | Priority | Standard        | Est. Cost |
|----------------|--------------------|----------|-----------------|-----------|
| OHA            | RPCA               | High     | Update annually | N/A       |

##### *Action: Address animal tunneling in earthworks*

| Managing Dept. | Supporting Dept(s) | Priority | Standard | Est. Cost |
|----------------|--------------------|----------|----------|-----------|
| OHA            |                    | High     | Annually | N/A       |

##### *Action: Restore shovel pit testing sites to original grade*

| Managing Dept. | Supporting Dept(s) | Priority | Standard   | Est. Cost |
|----------------|--------------------|----------|------------|-----------|
| OHA            | RPCA               | High     | W/contract | N/A       |

##### *Action: Reinforce eroded edges of paved surfaces*

| Managing Dept.   | Supporting Dept(s) | Priority | Standard | Est. Cost |
|--|--------------------|----------|----------|-----------|
| T&ES   | RPCA               | High     | Level 2  | N/A       |
| Continue to fill eroded edges with river rock as an interim solution to more permanently reinforcing the loop path's shoulders. Cost for reinforced shoulder in Section II.7 Implementation Table. |                    |          |          |           |

##### *Action: Repair surface erosion damage*

| Managing Dept.   | Supporting Dept(s) | Priority | Standard | Est. Cost |
|--|--------------------|----------|----------|-----------|
| RPCA   | OHA                | High     | Level 3  | N/A       |
| Through standard maintenance practices during turf management, repair erosion damage with new topsoil to fill holes and to smooth out eroded areas, aerate and reseed, add compost and leaf litter as appropriate. |                    |          |          |           |

**Action: Establish boundaries for turf and meadow management**

| Managing Dept. | Supporting Dept(s) | Priority | Standard                     | Est. Cost |
|----------------|--------------------|----------|------------------------------|-----------|
| RPCA           |                    | High     | Level 3 turf; Level 4 meadow | N/A       |

**Action: Establish boundaries for areas managed as native woodlands**

| Managing Dept. | Supporting Dept(s) | Priority | Standard | Est. Cost |
|----------------|--------------------|----------|----------|-----------|
| RPCA           |                    | High     | Level 5  | N/A       |

**Goal 3****Landscape Cultural Practices****Action: Coordinate with City maintenance practices and City maintenance calendar**

| Managing Dept. | Supporting Dept(s) | Priority | Standard | Est. Cost |
|----------------|--------------------|----------|----------|-----------|
| RPCA           | OHA                | High     | Annually | N/A       |

**Action: Identify appropriate treatment of leaf litter**

| Managing Dept. | Supporting Dept(s) | Priority | Standard | Est. Cost |
|----------------|--------------------|----------|----------|-----------|
| RPCA           | OHA                | High     | Level 3  | N/A       |

**Action: Core aerate soils to address compaction**

| Managing Dept.   | Supporting Dept(s) | Priority | Standard                            | Est. Cost |
|--|--------------------|----------|-------------------------------------|-----------|
| RPCA   | OHA                | High     | Level 1 for 2-3 years; then Level 3 | N/A       |
| Initial cycles required to address severity of soil compaction are as frequent as 4-6 times per year. As the soil is improved, likely after 3 years, frequency may be reduced to 2 times per year. |                    |          |                                     |           |

**Action: Overseed and top dress turf**

| Managing Dept. | Supporting Dept(s) | Priority | Standard | Est. Cost |
|----------------|--------------------|----------|----------|-----------|
| RPCA           | OHA                | High     | Level 3  | N/A       |

**Action: Define mowing height**

| Managing Dept.   | Supporting Dept(s) | Priority | Standard | Est. Cost |
|--|--------------------|----------|----------|-----------|
| RPCA   |                    | High     | Level 3  | N/A       |
| The intent is to maintain turf at the same height within the OHA and RPCA areas of responsibility. However, there may be times and circumstances when this is not possible and mowing heights will differ. |                    |          |          |           |

**Action: Remove invasives and woody plant materials from meadows**

| Managing Dept.   | Supporting Dept(s) | Priority | Standard | Est. Cost |
|--|--------------------|----------|----------|-----------|
| RPCA   |                    | High     | Level 4  | N/A       |
| Coordination is needed between private contractor under OHA supervision and park operations. |                    |          |          |           |

## Goal 5 Enhance Park Facilities

### *Action: Enforce existing park regulations*

| Managing Dept. | Supporting Dept(s) | Priority | Standard           | Est. Cost |
|----------------|--------------------|----------|--------------------|-----------|
| APD            |                    | High     | Ongoing monitoring | N/A       |

### Action Priorities: 1-3 Years

A number of actions, or an initial investment addressing each action, should be implemented within the next three years. Actions listed under the time frame of 1-3 years for implementation may require additional investments in later years. Where this is the case, a note is added to the action table.

### Partnership/CIP

## Goal 1 Management and Funding

### *Action: Link financial needs of the park to other City initiatives; broaden 'ask' for funding and support*

| Managing Dept. | Supporting Dept(s) | Priority | Standard | Est. Cost |
|----------------|--------------------|----------|----------|-----------|
| OHA            | RPCA               | High     | N/A      | N/A       |

## Goal 4 Educate and Engage Visitors

### *Action: OHA to formally invite key stakeholders from the Fort Ward and Seminary African American Descendants Society, Civil War historians, naturalists, educators and community representatives to participate in a new advisory committee working on the development of an interpretive plan*

| Managing Dept.   | Supporting Dept(s) | Priority | Standard | Est. Cost                               |
|--|--------------------|----------|----------|---|
| OHA  | RPCA               | High     | N/A      | \$35,000-150,000 plan (scope dependent) |
| A discussion of models and potential structures for a broadly based "Friends of" Fort Ward group is found in Section II.5. One possibility is to "grow" a formal, 501c3 group from the newly formed advisory committee on interpretation, creating opportunities for fundraising and connections with similarly-focused groups in the metropolitan region. |                    |          |          |   |
| Fund interpretive plan and early action interpretive elements - \$35,000-\$150,000, scope dependent  |                    |          |          |   |

## Capital Investment/CIP

## Goal 1 Management and Funding

**Action: Make existing paved loop pedestrian path system accessible where possible and sign areas where not possible**

| Managing Dept.   | Supporting Dept(s) | Priority | Standard | Est. Cost   |
|--|--------------------|----------|----------|---|
| T&ES   | RPCA               | High     | Level 3  | \$7,100-8,600 for ADA compliant speed bumps/sign slopes exceeding ADA |
| 5+ Years - Desire to repave path using 'pedestrian friendly' material; \$50,000-228,000 (if current paving funding allocation is not adequate to complete in 1-3 Year time period) |                    |          |          |   |
| 10+ Years - regrade portions of path that exceed 2010 ADA Standards or 2009 ORAR standards to meet ADA Standards for accessibility   |                    |          |          |   |

**Action: Provide accessible park furniture**

| Managing Dept. | Supporting Dept(s) | Priority | Standard | Est. Cost                  |
|----------------|--------------------|----------|----------|----------------------------|
| RPCA           |                    | High     | N/A      | \$7,500/ Annual allocation |

**Action: Provide accessible parking and pathways for all park and museum features**

| Managing Dept.  | Supporting Depts) | Priority | Standard | Est. Cost       |
|---|-------------------|----------|----------|-----------------|
| RPCA  | T&ES              | High     | N/A      | \$42,000-76,800 |
| Cost may be less, dependent on grading and paving needs. 12 spaces required per Kimley-Horn study |                   |          |          |                 |

## Goal 2 Park Character

**Action: Mark and protect unrecognized Civil War archaeology**

| Managing Dept.   | Supporting Dept(s) | Priority | Standard | Est. Cost       |
|--|--------------------|----------|----------|-----------------|
| OHA  | RPCA               | High     | N/A      | \$68,500-98,000 |
| Time frame 1-7 Years: Ground survey earthworks and tie data to GIS database = \$3,500-8,000; Perform metal detector site survey = \$10,000-15,000; Perform Barracks archaeological investigation = \$55,000-75,000 |                    |          |          |                 |

**Action: Mark and protect “The Fort” community and burial sites**

| Managing Dept.  | Supporting Dept(s) | Priority | Standard | Est. Cost  |
|---|--------------------|----------|----------|--|
| OHA   | RPCA               | High     | N/A      | Maint Yard:<br>\$60,000-120,000;<br>School House:<br>\$25,000-40,000 |
| Time frame 1-3 Years: Perform archaeological investigation in former maintenance yard prior to removal of fencing and gate ( <b>also noted under action related to ‘Remove former maintenance yard’</b> ) |                    |          |          |  |
| Time frame 1-7 Years: Perform archaeological investigation for School House/Church/Residence site   |                    |          |          |  |

**Action: Redirect stormwater and sheet flow away from sensitive cultural and recreational resources through small berms, spreaders and other techniques**

| Managing Dept.   | Supporting Dept(s) | Priority | Standard       | Est. Cost |
|--|--------------------|----------|----------------|-----------|
| T&ES   | OHA, RPCA          | High     | See Appendix I | N/A       |
| Time frame 1-3 Years for two pilot projects: berm near cemetery, filter in parking lot |                    |          |                |           |

**Action: Remove former maintenance yard access drive, fencing and gate**

| Managing Dept.  | Supporting Dept(s)                        | Priority | Level | Est. Cost   |
|---|---|----------|-------|---|
| OHA-<br>archaeological<br>investigation prior<br>to removal   | RPCA - remove<br>fence, gate and<br>drive | High     | N/A   | \$60,000 - 120,000<br>for archaeology<br>investigation;<br>\$38,000-60,400<br>demolition -<br>includes driveway<br>demo, topsoil<br>replacement,<br>reseeding |
| Time frame 1-3 Years: Perform archaeological investigation in former maintenance yard prior to removal of fencing and gate ( <b>also noted under action related to ‘Mark and protect “The Fort” community and burial sites’</b> ) |   |          |       |   |
| Note on demolition - costs may be less dependent on amount of driveway removal undertaken; clarification still needed on status of potential easement and location of drive for Oakland Baptist Cemetery.                         |   |          |       |   |

**Action: Reshape or remove fill at site of former maintenance yard**

| Managing Dept.  | Supporting Dept(s) | Priority | Level | Est. Cost |
|---|--------------------|----------|-------|-----------|
| T&ES  | OHA, RPCA          | High     | N/A   | N/A       |
| Reshape area in conjunction with berm installation per <i>Fort Ward Park Drainage Master Plan</i> and following archaeological investigation. |                    |          |       |           |



## Goal 3

## Landscape Cultural Practices

**Action: Plant new trees**

| Managing Dept.   | Supporting Dept(s) | Priority | Standard | Est. Cost       |
|--|--------------------|----------|----------|-----------------|
| RPCA   |                    | High     | Level 3  | \$10,350-13,250 |
| Cost is for planting 24 nursery-sized trees; budget for new nursery-scaled tree planting every 10 years; seedling installation may be more frequent  |                    |          |          |                 |
| Initial tree planting to take place in areas shown on Plate 22 Ground Disturbing Activities within areas defined by green striping on map and in legend 'Minimal Ground Disturbing Activities'. Tree species selection to be drawn from the City of Alexandria's <i>Landscape Guidelines</i> , April 2007 and in consultation with the Natural Resources Division of RPCA. |                    |          |          |                 |

**Action: Prune diseased and dead tree limbs**

| Managing Dept. | Supporting Dept(s) | Priority | Standard  | Est. Cost      |
|----------------|--------------------|----------|---|----------------|
| RPCA           |                    | High     | Level 3 - turf and meadow areas, along paths; Level 5 - woodlands | \$5,000-10,000 |

**Action: Remove fallen and hazard trees**

| Managing Dept. | Supporting Dept(s) | Priority | Standard  | Est. Cost                        |
|----------------|--------------------|----------|---|----------------------------------|
| RPCA           |                    | High     | Level 3 - turf and meadow areas, along paths; Level 5 - woodlands | \$3,000-7,750, annual allocation |

**Action: Remove inappropriate vegetation from earthworks**

| Managing Dept. | Supporting Dept(s) | Priority | Standard | Est. Cost                        |
|----------------|--------------------|----------|----------|----------------------------------|
| OHA            |                    | High     | Level 3  | \$2,500-7,500, annual allocation |

**Action: Remove inappropriate vegetation from burial grounds and cemeteries**

| Managing Dept. | Supporting Dept(s) | Priority | Standard | Est. Cost                        |
|----------------|--------------------|----------|----------|----------------------------------|
| OHA            |                    | High     | Level 3  | \$2,500-7,500, annual allocation |

## Goal 5

**Enhance Park Facilities**

**Action: Make pedestrian use the priority use for the paved loop path and mark mileage distances on or near pavement**

| Managing Dept.                    | Supporting Dept(s) | Priority | Standard | Est. Cost     |
|-----------------------------------|--------------------|----------|----------|---------------|
| RPCA                              | T&ES               | High     | N/A      | \$6,700-6,800 |
| Change signs, add mileage markers |                    |          |          |               |

**Action: Develop a pedestrian network of soft paths**

| Managing Dept.  | Supporting Dept(s) | Priority | Standard | Est. Cost   |
|---|--------------------|----------|----------|---|
| RPCA  | OHA                | High     | N/A      | N/A   |
| Year 1-3 Develop ADA accessible path between parking and picnic shelter using flex pave or similar material (evaluate cost differential between access from western side of parking lot—longer length vs. impact on known archaeological resources at eastern end of parking lot) |                    |          |          | \$42,500-75,000   |
| Ongoing, develop in increments the soft path as shown in Section II.8, Plate 24, using different surface materials as recommended in the diagram: grass, mulch, stonedust, FlexPave or asphalt  |                    |          |          | \$441,000-641,000<br>(cost excludes separately priced path segments - see II.7) |

**Action: Redesign the existing parking area to better accommodate a bus drop-off**

| Managing Dept.   | Supporting Dept(s) | Priority | Standard | Est. Cost |
|--|--------------------|----------|----------|-----------|
| OHA  | T&ES, RPCA         | High     | N/A      | N/A       |
| Year 1-3 Test concept with cones of reconfiguring gravel lot behind museum |                    |          |          |           |

**Action: Remove the off-leash dog exercise area from the park**

| Managing Dept.  | Supporting Dept(s) | Priority | Standard | Est. Cost     |
|---|--------------------|----------|----------|---------------|
| RPCA  |                    | High     | N/A      | \$3,125-6,325 |
| Restore grounds, remove sign; Requires approval for revision to Dog Park Master Plan. |                    |          |          |               |

**Action: Repair and evaluate the upgrading of the existing restroom located on the western side of the park**

| Managing Dept.  | Supporting Dept(s) | Priority | Standard | Est. Cost |
|---|--------------------|----------|----------|-----------|
| RPCA  |                    | High     | N/A      | N/A       |
| 1 Year - Repair roof<br>3-5 Years - Evaluate feasibility for expansion in conjunction with evaluation of the amphitheater |                    |          |          |           |

## Operations

**Goal 2 Park Character****Action: Protect earthworks from undesignated foot traffic**

| Managing Dept.  | Supporting Dept(s) | Priority | Standard | Est. Cost |
|---|--------------------|----------|----------|-----------|
| OHA   |                    | High     | N/A      | N/A       |
| Add a barrier and explanatory sign at each end of the rifle trench to deter and prevent use of the berm top as a trail and access point into the park |                    |          |          |           |

**Action: Protect burial sites from unintentional recreational use**

| Managing Dept.  | Supporting Dept(s) | Priority | Standard | Est. Cost |
|---|--------------------|----------|----------|-----------|
| OHA   |                    | High     | N/A      | N/A       |
| 1-3 Years - Add signs to perimeter of burial sites indicating site and response requested |                    |          |          |           |
| 5+ Years - install enclosure system   |                    |          |          |           |

**Action: Renovate picnic areas by rotation or partial closure of group area**

| Managing Dept.       | Supporting Dept(s) | Priority | Standard | Est. Cost |
|----------------------|--------------------|----------|----------|-----------|
| RPCA                 |                    | High     | Level 3  | N/A       |
| Time frame 1-7 Years |                    |          |          |           |

**Goal 3 Landscape Cultural Practices****Action: Train all personnel on the use of equipment to minimize damage to resources**

| Managing Dept. | Supporting Dept(s) | Priority | Standard | Est. Cost |
|----------------|--------------------|----------|----------|-----------|
| OHA            | RPCA               | High     | Annually | N/A       |

**Action: Provide training and certification for maintenance personnel at the park**

| Managing Dept. | Supporting Dept(s) | Priority | Standard | Est. Cost |
|----------------|--------------------|----------|----------|-----------|
| OHA            | RPCA               | High     | Annually | N/A       |

## Action Priorities: 3-7 Years

## Partnership

**Goal 4 Educate and Engage Visitors**

**Action:** Work with partners to encourage the National Park Service to interpret and promote the circle forts to promote regional interpretation of the Defenses of Washington

| Managing Dept. | Supporting Dept(s) | Priority | Standard | Est. Cost |
|----------------|--------------------|----------|----------|-----------|
| OHA            |                    | High     | N/A      | N/A       |

## Capital/CIP

**Goal 2 Park Character**

**Action:** Develop a planting strategy, with recommended plant list and planting zone

| Managing Dept. | Supporting Dept(s) | Priority | Standard | Est. Cost |
|----------------|--------------------|----------|----------|-----------|
| RPCA           |                    | High     | N/A      | N/A       |

**Goal 4 Educate and Engage Visitors**

**Action:** Design and install an interpretive trail as part of the overall trail network as a means of organizing the outdoor interpretive experience

| Managing Dept. | Supporting Dept(s) | Priority | Standard | Est. Cost |
|----------------|--------------------|----------|----------|-----------|
| OHA            | RPCA, T&ES         | High     | N/A      | N/A       |

**Action:** Install a small, 1-panel orientation kiosk at each minor entrance to the park

| Managing Dept. | Supporting Dept(s) | Priority | Standard | Est. Cost |
|----------------|--------------------|----------|----------|-----------|
| OHA            |                    | High     | N/A      | N/A       |

**Action:** Identify Fort Ward on region-wide maps, brochures, web-sites and other city publications as a place to explore Alexandria's history from the Civil War to the Civil Rights eras

| Managing Dept. | Supporting Dept(s) | Priority | Standard | Est. Cost |
|----------------|--------------------|----------|----------|-----------|
| OHA            |                    | High     | N/A      | N/A       |

**Action:** Update the historic information on the picnic area map to include areas associated with burial sites

| Managing Dept. | Supporting Dept(s) | Priority | Standard | Est. Cost |
|----------------|--------------------|----------|----------|-----------|
| OHA            | RPCA               | High     | N/A      | N/A       |

## Goal 5 Enhance Park Facilities

**Action:** Clearly mark and develop two park access points from North Van Dorn Street

| Managing Dept.                                      | Supporting Dept(s) | Priority | Standard | Est. Cost |
|---|--------------------|----------|----------|-----------|
| RPCA  |                    | High     | N/A      | see below |
| Eastern entry off of North Van Dorn \$32,000-55,700 |                    |          |          |           |
| Western entry off of North Van Dorn \$12,000-21,000 |                    |          |          |           |

Action Priorities: 7+ Years

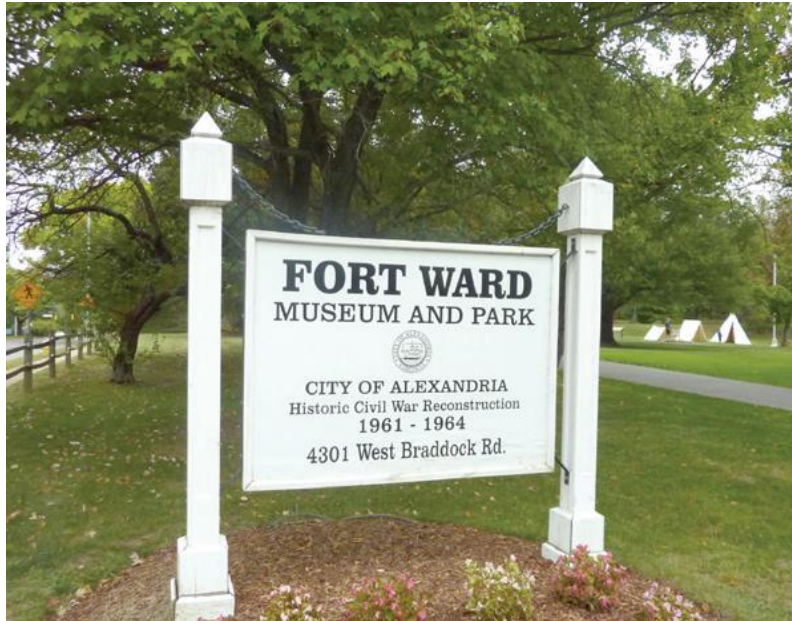
Capital/CIP

## Goal 1 Management and Funding

**Action:** Relocate the current playground facility to the western side of the park, making access and equipment accessible

| Managing Dept.   | Supporting Dept(s) | Priority | Standard | Est. Cost |
|--|--------------------|----------|----------|-----------|
| RPCA   |                    | High     | N/A      | see below |
| The cost to make the existing location meet ADA standards (parking, path, surface, equipment) \$246,000-455,000; difference between two locations is path construction |                    |          |          |           |
| Relocate to western side of park to meet ADA standards (parking, path, surface, equipment) \$116,000-190,000   |                    |          |          |           |

# FORT WARD PARK DRAINAGE MASTER PLAN



*Prepared for*

**City of Alexandria, Virginia**  
**301 King Street, Suite 3200**  
**Alexandria, VA 22314**

June, 2014

# URS

URS Corporation  
12420 Milestone Center Drive, Suite 150  
Germantown, MD 20876

|  |            |
|--|------------|
| <b>ACRONYMS AND ABBREVIATIONS .....</b>                            | <b>v</b>   |
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### **Appendices**

Appendix A    Public Meeting Presentations

Appendix B    Field Reconnaissance Report

Appendix C    Hydraulic Model Outputs

Appendix D    Concept Design Calculations

|                |   |
|----------------|---|
| ADA            | Americans with Disabilities Act                 |
| BMP            | Best Management Practice                        |
| C              | Rational Method Runoff Coefficient              |
| cfs            | cubic feet per second                           |
| City           | City of Alexandria                              |
| CWA            | Clean Water Act                                 |
| DEQ            | Virginia Department of Environmental Quality    |
| EMO            | Environmental Management Ordinance              |
| ESC            | Erosion and Sediment Control                    |
| FEMA           | Federal Emergency Management Agency             |
| GIS            | Geographic Information System                   |
| IDF            | Intensity-Duration-Frequency                    |
| in             | inch  |
| min            | minute  |
| MOT            | Maintenance of Traffic                          |
| MS4            | Small Municipal Separate Storm Sewer System     |
| N/A            | Not Applicable                                  |
| NAVD           | North American Vertical Datum                   |
| NOAA           | National Oceanic and Atmospheric Administration |
| NPDES          | National Pollutant Discharge Elimination System |
| NRCS           | Natural Resources Conservation Service          |
| NRHP           | National Register of Historic Places            |
| NWP            | Nationwide Permit                               |
| Park           | Fort Ward Park                                  |
| PVC            | polyvinyl chloride                              |
| SSA            | Storm and Sanitary Analysis                     |
| SWM            | Stormwater Management                           |
| SWPPP          | Stormwater Pollution Prevention Plan            |
| T <sub>c</sub> | time of concentration                           |
| T <sub>t</sub> | calculated travel time                          |
| TMDL           | Total Maximum Daily Load                        |
| URS            | URS Corporation                                 |

## **Acronyms and Abbreviations**

---

|       |   |
|-------|---|
| USACE | U.S. Army Corps of Engineers                    |
| USGS  | U.S. Geological Survey                          |
| VDHR  | Virginia Department of Historic Resources       |
| VPDES | Virginia Pollutant Discharge Elimination System |
| VSMP  | Virginia Stormwater Management Program          |
| WQS   | Water Quality Standards                         |

### **EXECUTIVE SUMMARY**

This report summarizes URS Corporation's (URS') analyses of the potential opportunities to address the drainage and erosion issues in Fort Ward Park (Park) in the City of Alexandria (City), Virginia.

Fort Ward Park covers 43.46 acres of land on the west end of Old Town Alexandria, large areas of which are forested or grassy and have limited constructed stormwater systems and few existing stormwater controls. The Park is susceptible to nuisance flooding and erosion due to overland flow concentration and flooding on properties near the southeastern boundary of the Park.

URS conducted a field reconnaissance and examined 16 sites at the Park to evaluate the existing conditions and to identify potential measures to improve the drainage and sedimentation. In addition, URS performed hydrologic and hydraulic analyses to verify the capacity of the existing stormwater system (Sections Three and Four).

URS attended two public meetings held by the Ad Hoc Fort Ward Park and Museum Area Stakeholder Advisory Group. During the meetings, URS presented the engineering findings of this study and addressed stakeholders' comments.

Section Five of the report summarizes the drainage improvement recommendations based on the field observations, engineering calculations, and community input. The recommendations include both structural and nonstructural measures. Further analyses are performed and described in Section Six for three recommended storm drainage system improvements to address drainage issues on targeted sites. The recommendations include retrofitting the existing stormwater system to reduce sedimentation and to improve the water quality of runoff; constructing two diversion berms and an underground drainage pipe to improve the nuisance flooding and erosion at the Oakland Baptist Cemetery; and stream stabilization to reduce erosion and improve the overall health of the stream. Section Six includes preliminary description of the recommended improvements, design consideration, feasibility, and cost estimates on planning level.

Section Seven summarizes the regulatory and permitting considerations applicable to the recommended drainage improvements.

This report compliments the Fort Ward Park and Museum Area Management Plan and can be used as supporting documentation for future drainage improvements. The recommendations in the report are consistent with the recommended best practices in the Fort Ward Park and Museum Area Management Plan.

### SECTION ONE: INTRODUCTION

#### 1.1 AUTHORIZATION

The City of Alexandria (City) signed a contract with URS Corporation (URS) on April 30, 2013 to develop a *Storm Drainage Master Plan* for Fort Ward Park. The project was funded by the City.

#### 1.2 BACKGROUND AND PURPOSE

Fort Ward Park (Park) is a historic park located in the City of Alexandria (City), Virginia. It is regarded as the best preserved fort and battery built to protect Washington, DC during the American Civil War (1861–1865). The Park is the home of the Fort Ward Museum, which features Civil War exhibits, interpretive programs, tours, lectures, and living history activities.

The Park covers 43.46 acres of land on the west end of Old Town Alexandria. Much of the Fort has been preserved or restored. An archaeological investigation conducted in 2011 identified and documented 22 previously unmarked grave sites.

The Park is susceptible to drainage problems including erosion due to overland flow concentration and flooding, especially on properties near the southeastern boundary of the Park. The challenge is to manage the stormwater runoff and to minimize flooding and erosion while preserving the historic and archaeological resources of the Park.

The City's goals are to determine methods to improve the stormwater conveyance and minimize erosion while preserving the recreational, historic, and archaeological functions of the Park. The purpose of this study is to evaluate existing storm drainage problems and provide recommendations to the City for future storm drainage improvements in the Park while meeting the goals and expectations of the City.

URS performed the following tasks:

- **Identification of Drainage Problems:** This task involves a desktop analysis using GIS, as well as field reconnaissance at the Park.
- **Hydrologic and Hydraulic Analysis:** This task involves the hydraulic and hydrologic analyses within the Park drainage area.
- **General Recommendations:** This task involves general recommendations for each of the drainage problems at the Park based on field investigation and hydrologic and hydraulic analysis.
- **Project Presentations to Stakeholders and the City:** This task includes communicating and coordinating with the City and the stakeholder on project findings and recommendations.
- **Concept Design Plans:** This task involves developing schematic concept plans for three recommended improvements.
- **Estimated Cost of Construction:** This task involves developing preliminary cost estimates for construction of the recommended capital improvements.

### 1.3 STAKEHOLDER MEETINGS

URS attended three public meetings with the Ad Hoc Fort Ward Park and Museum Area Stakeholder Advisory Group. The intent of these meetings was to provide the stakeholders with information about the City's goals and the methods used in the course of this study. Stakeholders were also given an opportunity to express their thoughts and comments on existing drainage issues.

A number of public concerns were identified during these meetings, including the restoration effort necessary to correct the drainage and erosion issues in the cemetery and Marlboro Estate neighborhood.

The dates of the stakeholder meetings are presented in Table 1. The presentations for each stakeholder meeting can be found in Appendix A.

**Table 1: Stakeholder Meetings**

| Meeting Date    | Location             | Attendees   |
|-----------------|----------------------|---|
| June 12, 2013   | Minnie Howard School | Representatives from the Advisory Group, the City, and URS  |
| August 14, 2013 | Minnie Howard School | Representatives from the Advisory Group, the City, URS, and Ladner/Klein Landscape Architects, PC |
| May 7, 2014     | Minnie Howard School | Representatives from the Advisory Group, the City, URS, and Ladner/Klein Landscape Architects, PC |

### 1.4 FORT WARD PARK AND MUSEUM AREA MANAGEMENT PLAN

The City has launched a long-term effort to develop the Fort Ward Park and Museum Area by documenting the historical, cultural, and recreational significance of the Park as well as risks and vulnerabilities. The ongoing effort was initiated in April 2012 by the City's Park and Recreation Commission. The Fort Ward Park and Museum Area Management Plan Management Plan synthesizes these efforts into a cohesive document that offers management recommendations to protect and enhance Park resources and benefit the public.

The Final Draft Fort Ward Park and Museum Area Management Plan (January 2014) outlines potential and anticipated improvements to the Park. These improvements include a series of Best Management Practices for the following topics:

- Park Stewardship
- Physical Changes
- Earthworks
- Landcover Establishment
- Plant Species Control

- Woodland Clearing
- Adapting Historic Road Traces as Trails.

Some of the Best Management Practices include specific recommendations relating to drainage issues on the site with respect to reducing erosion and improving stormwater conveyance such as: aerating soil and reseeded turf; redirecting stormwater away from sensitive areas; and maintaining clogged storm drain systems. The recommendations related to drainage systems contained in the Fort Ward Park and Museum Area Management Plan are consistent with and complement the information presented in this Drainage Master Plan.

## **1.5 HOW THIS PLAN SHOULD BE USED**

This Drainage Master Plan should be used in the following manner:

- This plan complements and echoes the objectives/recommendations in the Fort Ward Park and Museum Area Management Plan and should be used as a supporting document for future storm drainage improvements.
- The plan should be reviewed annually for the purpose of prioritizing and budgeting for the needed improvements.
- Specific capital improvement recommendations set forth in this plan should be considered as conceptual only. Additional details and potential alternatives should be investigated and analyzed in the engineering phase of the final project designs.
- Archeological investigation is required for any land disturbing activities in the Park.
- Cost estimates should be considered as planning level only, and do not include the cost for archeological investigations required for any land disturbing activities. Cost estimate should be updated and funding sources should be identified with the preliminary engineering and final project designs.



### SECTION TWO: STUDY AREA CHARACTERISTICS

#### 2.1 STUDY AREA LOCATION

Fort Ward Park is at the west end of Old Town Alexandria and consists of 43.5 acres. The Park is bounded by Braddock Road to the south, Van Dorn Street to the north, and a residential community to the east. Figure 1 shows an aerial view of the Park and the existing condition on the site.

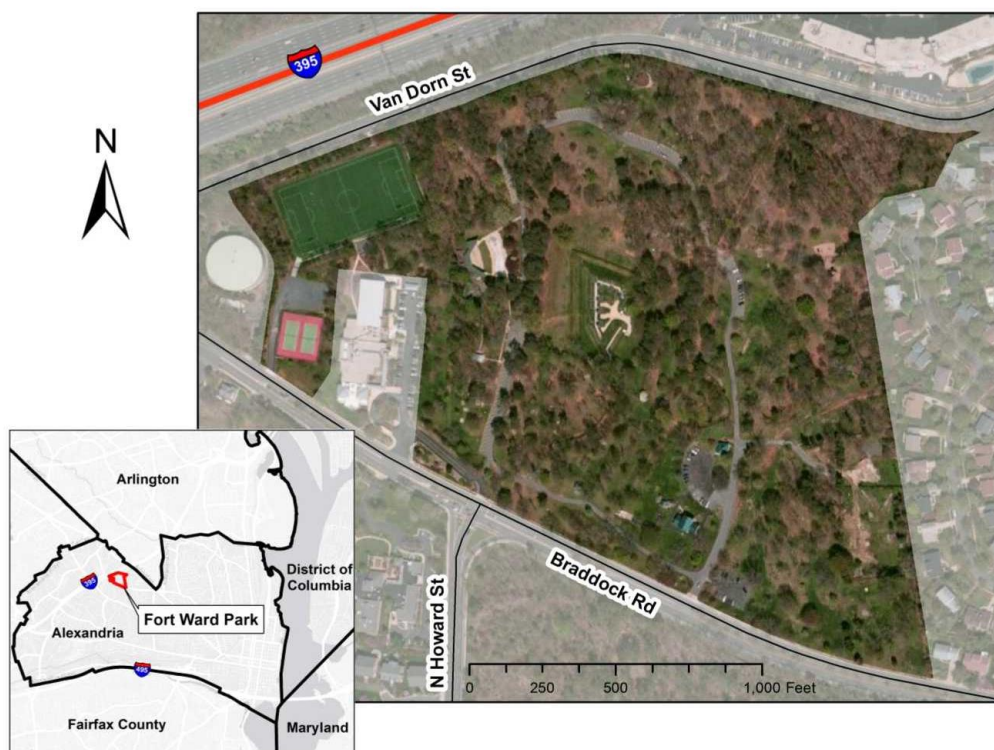


Figure 1: Fort Ward Park Vicinity Map

#### 2.2 LAND USE

The Park land use is primarily public open space incorporating woodlands, meadows, the fort, and the cemetery. Approximately 3.5 acres of the site is developed and paved with impervious surface. The surrounding land use is made up of single-family residential zones, townhouse residential zones, and high-density apartment zones. The City of Alexandria provided 2009 zoning data that showed the current zoning of the Park is “Public Open Space.”

#### 2.3 TOPOGRAPHY

The site has a rolling topography with moderate slopes. Topographic data were provided by the City and the vertical datum for the data is the North American Vertical Datum 1988 (NAVD 88).

The highest point is located near the center of the park and has an elevation of 290 feet. The lowest point is at the northeast corner of the Park with an elevation of 212 feet.

## 2.4 SOILS

Most of the Park consists of the Kingstowne-Sassafras-Neabsco complex, which has poorly drained soils with low infiltration rates and high clay content. Soils have also been compacted due to recreational use, vehicle traffic, and construction activities, further reducing infiltration capacity. Less than 10 percent of the Park is made up of moderately well drained loamy soils (Sassafras-Neabsco complex) with moderate infiltration capacity. Soil data were obtained from the 2009 Soil Survey Geographic database of the Natural Resources Conservation Service (NRCS).

## 2.5 CHALLENGES

### 2.5.1 Environmental Challenges

Drainage problems in the Park include erosion due to overland flow concentration and flooding on the cemetery and properties near the southeastern boundary of the Park.

In 2012, the City implemented interim drainage improvements on the east side of the Park to divert runoff from Oakland Baptist Church Cemetery and neighboring Marlboro Estates subdivision. The measures included installation of small catch basins, drainage pipes, and infiltration trench drains (Figure 2). The improvements provide a temporary solution to prevent runoff from flowing into the cemetery.

A recent report by the Ad Hoc Fort Ward Park and Museum Area Stakeholder Advisory Group (2013) explains that erosion remains the critical threat to the stability and preservation of the Fort and the integrity of the bastions. Erosion is caused by natural effects of weather; poor soil quality; lack of sunlight in some areas, which prevents the growth of healthy ground cover; uprooted trees, which disturb earthen remains; and foot traffic on the wall surfaces.

### 2.5.2 Archaeological Activities

Contemporary interest in the historical significance of Fort Ward Park as a whole and its African-American history, as well as a desire to preserve its cultural resources, led to an archaeological investigation starting in 2009. The City carried out a ground-penetrating radar survey to identify unmarked graves and then completed fieldwork in January 2011. The survey results confirmed the presence of many burial sites. Additional research and family accounts chronicled how the Fort neighborhood was lost in the process of the City's efforts to purchase the land and create the historical park. The archaeological study documented 22 graves, 19 of which were unmarked, in the Jackson Cemetery on the west side of the Fort, the old graveyard adjoining the Oakland Baptist Cemetery, and in the eastern portion of the Park (Adams' graves). Also discovered were foundations and artifacts associated with one of the earliest households at the Fort and an African-American school. It is believed that the Park harbors many more unmarked burial sites.

The ongoing archaeological investigation expands to suspected burial areas and home sites. A shovel test survey of the entire park will be performed at 30-foot intervals to identify sensitive resource areas. This will result in an updated cultural resource inventory in preparation for planning activities for the Park.

According to a memo by Office of the City Manager (2013), the archaeological investigation has identified 43 gravesites, including 3 burials marked by a gravestone and 40 unmarked burials.

### **2.5.3 Recreational Significance**

The Park serves as a significant recreational resource to residents and visitors. A 2013 survey conducted by the Ad Hoc Fort Ward Park and Museum Area Stakeholder Advisory Group suggested the Park has more than 100 visitors on average per day. Park visitors enjoy outdoor recreational opportunities such as walking, jogging, picnicking, gatherings, and cultural events, and benefit from the playground facilities and the dog park.

## **SECTION THREE: EXISTING STORM DRAINAGE CONDITION**

The evaluation of the Fort Ward Park includes an analysis of existing land use, pervious and impervious areas, soils, development, and archaeological and natural resources of the site. Geographic Information System (GIS) data available from the City in 2012 were used to characterize the existing conditions. Field assessments were conducted to evaluate the ground condition, on-site stormwater collection system, and interim drainage solutions.

### **3.1 DATA REVIEW AND COLLECTION**

The City of Alexandria provided URS with GIS data that included:

- 2-foot contours
- Aerial photographs
- City boundary
- City parcels
- Roads
- Zoning
- Building footprints
- Storm drain networks and nodes
- Streams
- 100-year floodplain boundary
- Parks
- Impervious coverage

URS conducted an extensive review of local development plans, archaeological investigations, and Park management plans to better understand the baseline conditions and the future vision for the Park. Additionally, potential restoration opportunities were evaluated based on the benefit they would provide to the City and the Advisory Group. The City provided information to URS as AutoCAD drawings, site plans, and reports. A summary of the data reviewed is provided in Table 2.

**Table 2: Data Received from the City of Alexandria**

| <b>Name</b>  | <b>Author</b>  | <b>Format</b>                         |
|--|--|---------------------------------------|
| U.S. Geological Survey (USGS) quadrangle map, Alexandria (1945)        | USGS   | Quadrangle map in JPG format          |
| Marlboro Estates Site Plan (1976)                                      | City of Alexandria   | Site Plan in PDF format               |
| Fort Ward Archaeological Investigations (2010–2012)                    | City of Alexandria   | GIS data                              |
| Survey files for Fort Ward archaeology investigations (2010–2012)      | City of Alexandria   | AutoCAD files                         |
| Fort Ward Park Interim Drainage Design Solution (2011)                 | City of Alexandria   | PowerPoint Presentation in PDF format |
| Fort Ward Park Temporary Drainage Improvement (2011)                   | City of Alexandria   | Site Plan in PDF format               |
| Recommendations for the Management of Fort Ward Historical Park (2011) | Ad Hoc Fort Ward Park and Museum Area Stakeholder Advisory Group | Report in PDF format                  |
| Fort Ward Park/Bastion Walkway Project (2013)                          | City of Alexandria   | Site Plans in PDF format              |

| Name   | Author   | Format  |
|--|--|---|
| City's Responses to Fort Ward Issues (2013)  | City of Alexandria   | Letter to Oakland Baptist Church and The Fort Ward and Seminary African-American Descendants Society in PDF format, dated May 6, 2013 |
| 2012–2013 Advisory Group Draft Recommendations   | The Ad Hoc Fort Ward Park and Museum Area Stakeholder Advisory Group | Report in PDF format  |
| Fort Ward Park and Museum Area Management Plan: Existing Conditions (Final Draft) (January 2014) | Fort Ward Advisory Group, City of Alexandria                         | Final Draft report in PDF format  |

### 3.2 FIELD RECONNAISSANCE

URS performed field reconnaissance to review the existing conditions of the Park. The purpose of the field assessment was to obtain information required to conduct hydrologic and hydraulic analyses, to observe the existing ground condition, to assess existing drainage issues, and to assess the possibility of drainage improvements. Factors that affect the potential for drainage improvements include site constraints, access issues, and utility conflicts.

During the field reconnaissance trip, URS staff conducted a detailed on-site investigation, and identified existing drainage problems. Field data collected at each location included:

- Location
- Observed problems at the site
- Sketch of site
- Sketch of identified potential improvement measures

Photographs were taken as part of the field reconnaissance to record the existing condition at each site.

The detailed field reconnaissance report is included in Appendix B.

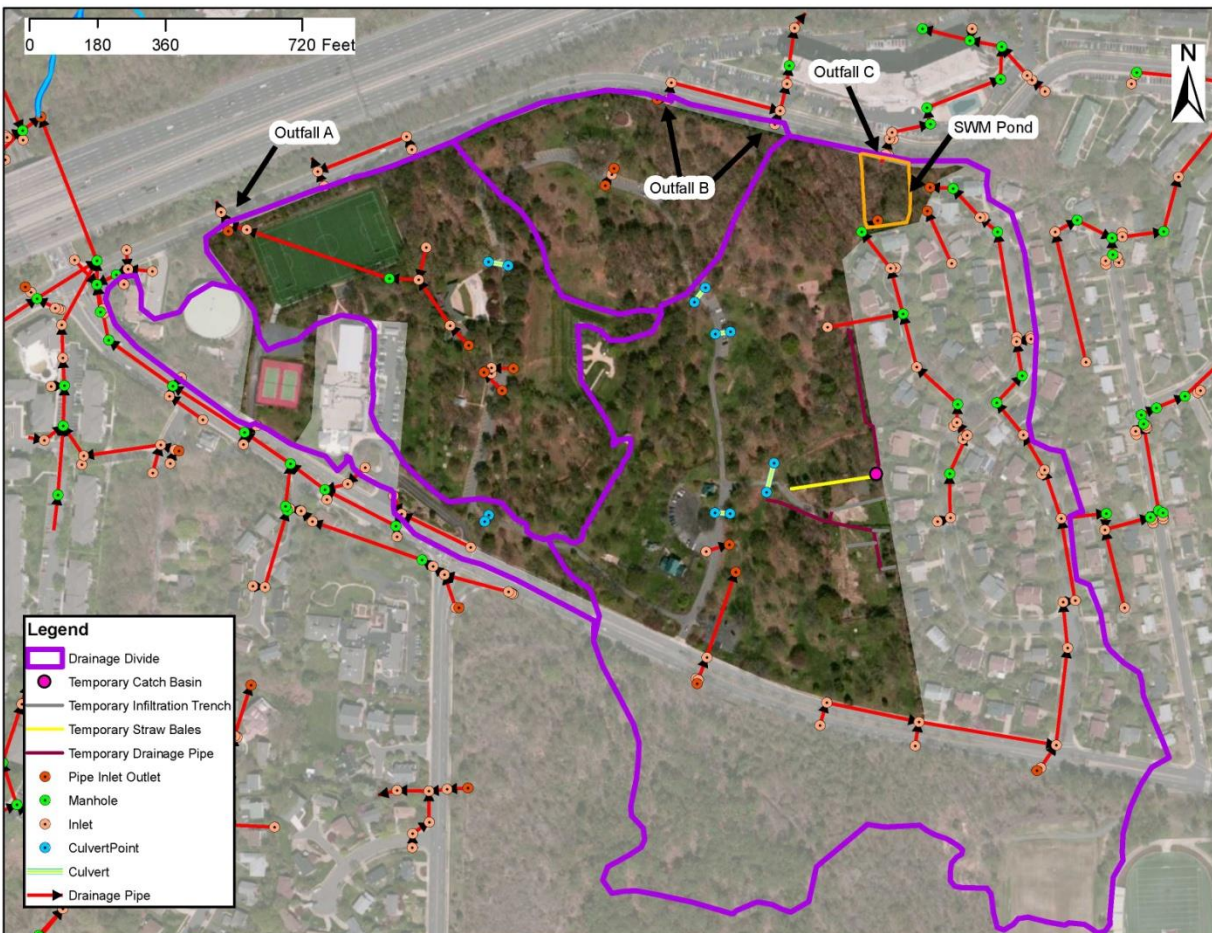
### 3.3 EXISTING DRAINAGE PATTERN AND CONVEYANCE SYSTEM OVERVIEW

Figure 2 shows the general drainage patterns in the Park. There are three major outfalls in the Park. Approximately 35 percent of the site drains west to the storm drainage system underneath the football field to Outfall A.

Approximately 50 percent of the Park drains northeast to the Stormwater Management (SWM) Pond before entering the City's storm drainage system at Outfall C. The SWM Pond also captures the off-site runoff from the area west of Braddock Road and the Marlboro Estate subdivision.

The rest of the Park drains north via swales before entering the storm drainage system near Van Dorn Street at Outfall B.

Approximately 3.5 acres of the Park is developed with impervious surface (e.g., buildings, parking lots, and roads), with the remaining undeveloped land consisting of open field and grassy areas.



**Figure 2: Drainage Patterns in Fort Ward Park**

### 3.4 WATERSHED AND DRAINAGE BASINS

Fort Ward Park is part of the Four Mile Run watershed, which is approximately 20 square miles in area covering the Cities of Alexandria and Falls Church and portions of Arlington and Fairfax Counties. The Four Mile Run watershed is highly urbanized and approximately 85 percent of the watershed is considered to be a developed area. Fort Ward Park drains into the lower portion of the Four Mile Run through the storm sewer system via the various outfalls (shown in Figure 2).

### 3.5 EXISTING STORMWATER DEFICIENCIES

Combining the observations from the field reconnaissance and the results of hydrologic and hydraulic analysis, URS identified 16 sites that have or could develop drainage deficiencies.



Deficiencies include nuisance flooding, sedimentation and erosion, flooding during more extreme events, or a combination. Figure 3 shows the locations of the 16 sites.

The following information is provided for each site:

- Ownership: the party responsible for the site improvement.
- Existing conditions: a summary of existing site conditions, including the drainage capacity of swales and culverts if applicable.

| Site Number | Ownership    | Existing Conditions   |
|-------------|--------------|---|
| 1           | City         | Shallow drop inlet near the museum and the parking lot. No major problems noted during the field reconnaissance.  |
| 2           | City         | 15-inch culvert crossing under the entrance road near bathrooms. A small ponding area was observed at the culvert inlet.  |
| 3           | City/Private | Outlet of 18-inch pipe that collects runoff from upstream forested area and Braddock Road. Sediment and debris deposition was noted at the outfall.   |
| 4           | City         | Swale in the natural area with "No Mowing" sign nearby. No major problems noted during the field reconnaissance.  |
| 5           | City         | The 36-inch culvert under the road that leads to the utility yard appeared to be partially blocked; in addition, vegetation was overgrown around the culvert.<br>Observed sediment and debris buildup at the 6-inch PVC underdrain pipe located just upstream of the 36-inch culvert.   |
| 6           | City         | Old Utility Yard. Several infiltration trenches have been installed to prevent runoff from reaching the cemetery. A temporary catch basin collects runoff from the small trench along the fence line, which divides the park property from the neighborhood. The runoff from the catch basin drains toward the 36-inch culvert and downhill of the cemetery. Temporary hay bales have been set up to prevent runoff from entering the cemetery. |
| 7           | City         | The main stream channel that runs through the Park is eroded and there is concrete debris in the channel. A swale has formed from backyard drainage conveyance from residential property. In addition, there is a clogged inlet at the downstream end of the natural stream channel.  |
| 8           | Private      | The base areas are exposed on several gravestones in the cemetery. Depressions have formed in front of several graves from ponding during rain events. There are several areas of exposed, bare ground in the cemetery. A channel is forming through the cemetery where runoff flows during rain events.  |
| 9           | City         | A channel has formed on the hill adjacent to the playground. Two yard inlets collect drainage from the hill before it gets to the playground. One of them is completely covered by sediment and leaves. A channel has formed through the playground. There is a rock outfall and filter fabric at the outfall of the channel through the playground. There are areas of bare ground on the hill upstream of the playground.                     |
| 10          | City         | A clogged yard inlet was noted near the footbridge over the swale surrounding the Fort. The cross-culvert inlet upstream from the rifle trench appeared to be clogged at the time of the field visit.   |
| 11          | City/Private | There appear to be water quality issues in the Pond at the northeast corner of the Park boundary. The water is cloudy from sediment and appears discolored.   |
| 12          | City         | Park outfalls along Van Dorn Street. Inlets collecting drainage from the Park are clogged with debris. Channels have formed downstream of cross culverts discharging runoff.  |

## Existing Storm Drainage Condition

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| Site Number | Ownership | Existing Conditions   |
|-------------|-----------|---|
| 13          | City      | Bare spots were noted on the hill near the soccer field. An inlet at the base of the hill is clogged and a channel has formed upstream of the inlet.  |
| 14          | City      | No problems were observed near the manhole and inlets near the soccer field and amphitheater.   |
| 15          | City      | Areas of exposed, bare ground were seen in the open areas near the parking lot, near the amphitheater and adjacent open area. The inlet adjacent to the west side of the Fort is clogged. There is a depression at the 15-inch culvert inlet under the parking lot. Sedimentation was seen in the parking lot due to blockage from a telephone pole being used as a landscape timber. |
| 16          | Private   | Runoff from the properties in Marlboro Estates is draining onto Park property and contributing to drainage issues.  |

PVC = polyvinyl chloride



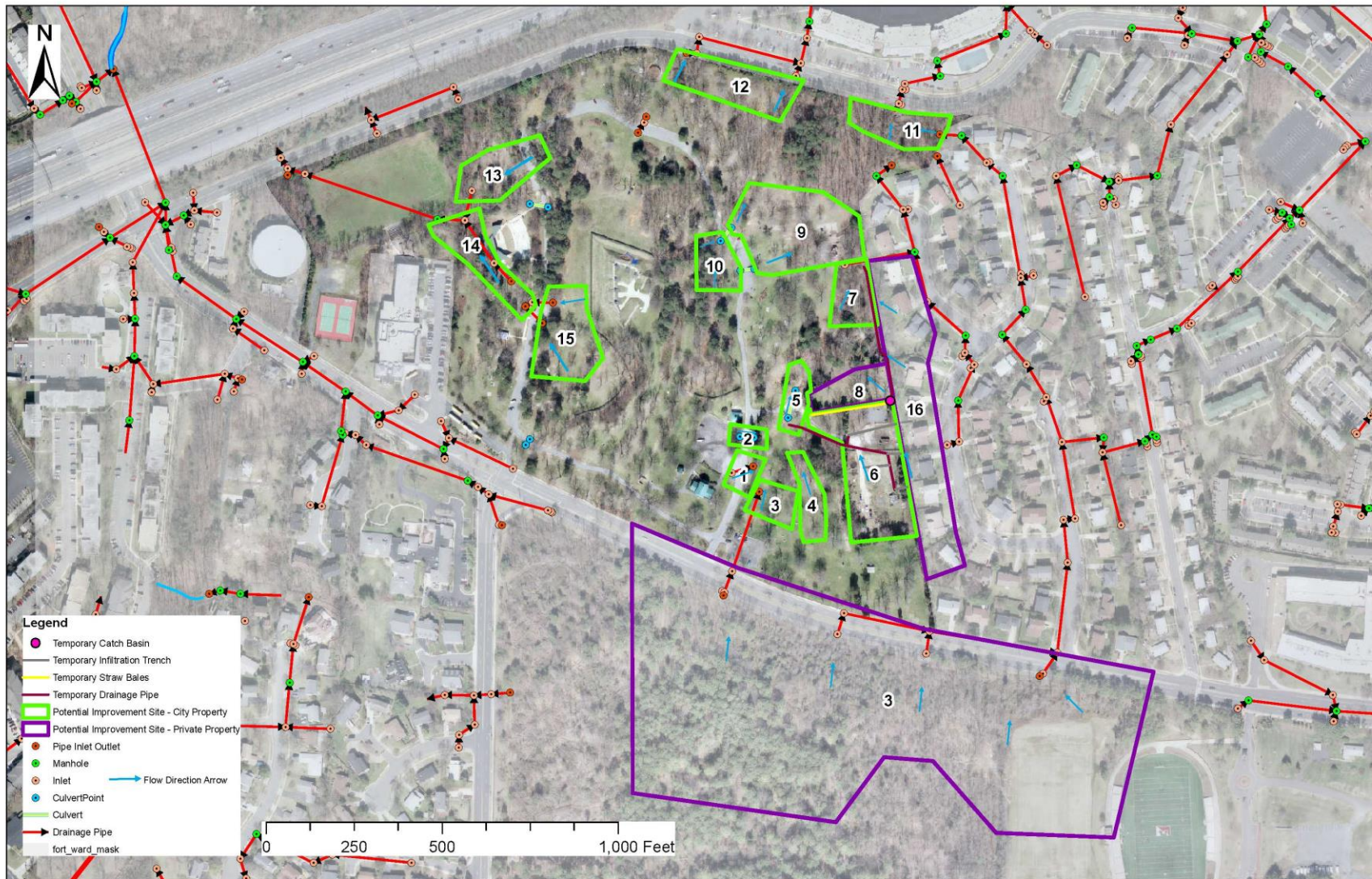


Figure 3: Fort Ward Park Sites for Potential Improvement

## **SECTION FOUR: ANALYSIS METHODOLOGY**

### **4.1 HYDROLOGIC ANALYSIS**

#### **4.1.1 Modeling Development**

URS performed a hydrologic analysis of the Park to develop a baseline model for the City. Results of the analysis shows the volume of water flowing through each location and can be used by the City for future Stormwater Management projects.

URS developed the hydrologic model using GIS mapping and Autodesk Storm and Sanitary Analysis (SSA) 2011 version 5.0 as requested by the City. The 2012 Zoning GIS data provided by the City were used along with data from the field reconnaissance in hydrologic modeling and calculations. URS developed the watershed delineation and attribute management using Esri ArcGIS 10. After conversations with the City on the preferred analytical method, the Rational Method was used to perform the hydrologic analysis for the Park. SSA was used to develop flows for the 1-, 2-, 10-, 25-, and 100-year storm events.

#### **4.1.2 Modeling Input Parameters**

After reviewing project specifications and recommendations, and understanding the project's objectives, specific data needs were defined and collected. The data sets used in the hydrologic modeling are described below.

The City provided 2-foot topographic data. The vertical datum used for this project is the North American Vertical Datum 1988 (NAVD 88), dated October 2012. The data were provided in a GIS shapefile format. The topographic data were used to delineate subwatersheds within the Park. The City also provided GIS zoning data. The 2009 City of Alexandria zoning data were used to represent existing land use. The GIS soil data coverage used for modeling the Park was obtained from the Soil Survey Geographic database (NRCS, 2009), which can be accessed at <http://SoilDataMart.nrcs.usda.gov/>.

Rainfall infiltration losses were estimated using the Rational Method Runoff Coefficient (C). The 2009 Alexandria zoning data contain five different land use types in the drainage area surrounding Fort Ward Park (Table 3). These zones were reclassified into four hydrologic soil groups based on their similarity in hydrologic responses. Each of these categories has a different C value depending on the hydrologic soil group classification of the land use. Due to the relative steepness of slopes within the park, C values were chosen based on 6 percent or greater land slope. Table 3 summarizes C values for the different zoning categories and four hydrologic soil groups. The rainfall intensity estimates were obtained from the rainfall Intensity-Duration-Frequency (IDF) curves for the City of Alexandria dated from 1941–1969.

**Table 3: Land Use and C Values from Autodesk Storm and Sanitary Analysis 2011**

| No. | 2009 Alexandria Zoning Categories                      | Equivalent C Category                              | C Value by Soil Type |      |      |      |
|-----|--|--|----------------------|------|------|------|
|     |  |  | A                    | B    | C    | D    |
| 1   | Public Open Space                                      | Open Space, less than 25 years                     | 0.14                 | 0.19 | 0.24 | 0.28 |
| 2   | Public Open Space                                      | Open Space, 25 years or greater                    | 0.2                  | 0.26 | 0.32 | 0.39 |
| 3   | Residential Single Family Zone, 20,000 square-foot lot | Residential Lot Size 1/2 Acre, less than 25 years  | 0.24                 | 0.28 | 0.32 | 0.37 |
| 4   | Residential Single Family Zone, 20,000 square-foot lot | Residential Lot Size 1/2 Acre, 25 years or greater | 0.32                 | 0.36 | 0.42 | 0.48 |
| 5   | Residential Single Family Zone, 8,000 square-foot lot  | Residential Lot Size 1/4 Acre, less than 25 years  | 0.29                 | 0.33 | 0.36 | 0.4  |
| 6   | Residential Single Family Zone, 8,000 square-foot lot  | Residential Lot Size 1/4 Acre, 25 years or greater | 0.37                 | 0.42 | 0.47 | 0.52 |
| 7   | Residential Townhouse Zone                             | Residential Lot Size 1/8 Acre, less than 25 years  | 0.31                 | 0.35 | 0.38 | 0.42 |
| 8   | Residential Townhouse Zone                             | Residential Lot Size 1/8 Acre, 25 years or greater | 0.4                  | 0.44 | 0.49 | 0.54 |
| 9   | Residential High Density Apartment Zone                | Residential Lot Size 1/8 Acre, less than 25 years  | 0.31                 | 0.35 | 0.38 | 0.42 |
| 10  | Residential High Density Apartment                     | Residential Lot Size 1/8 Acre, 25 years or greater | 0.4                  | 0.44 | 0.49 | 0.54 |

### 4.1.3 Modeling Approach

URS developed the hydrologic model using Autodesk SSA 2011 (Autodesk, 2011) as requested by the City. Autodesk SSA can be used to model drainage systems using GIS shapefiles and user inputs. URS developed the terrain preprocessing, watershed delineation, and attribute management using ArcGIS 10 (Esri, 2010). The drainage map is shown in Figure 4.



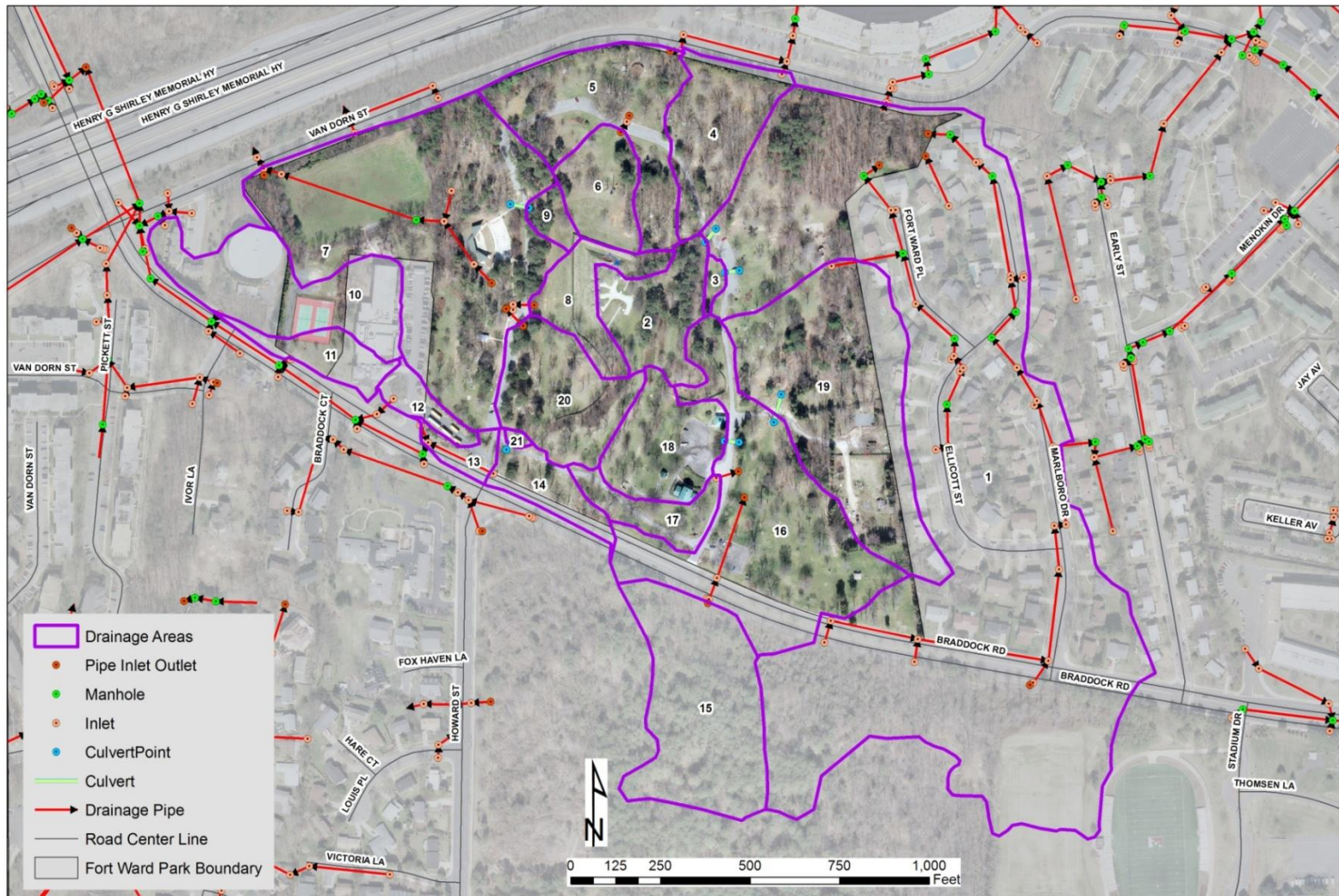


Figure 4: Fort Ward Park Drainage Divide Map

Key hydrologic parameters that are required for the SSA rainfall-runoff model include watershed-related parameters and precipitation data associated with design storms. Watershed-related input parameters needed for the SSA model include rainfall infiltration losses, drainage area, and time of concentration.

Rainfall infiltration losses were estimated using the Rational Method Runoff Coefficient, C, wherein C is the parameter used to represent drainage area properties including soil type, land use, and average slope. Composite runoff coefficients were calculated in the Subbasins tool in SSA. Table 4 shows the C values calculated for each sub-area.

**Table 4: Hydrologic Parameters for Subbasins**

| Basin | Area (ac) | Runoff Coefficient (less than 25 years) | Runoff Coefficient (greater than 25 years) | Time of Concentration (min) |
|-------|-----------|---|--|-----------------------------|
| 1     | 29.50     | 0.34                                    | 0.45                                       | 20.47                       |
| 2     | 1.91      | 0.28                                    | 0.39                                       | 13.14                       |
| 3     | 0.15      | 0.28                                    | 0.39                                       | 7.71                        |
| 4     | 2.39      | 0.28                                    | 0.39                                       | 11.41                       |
| 5     | 3.61      | 0.28                                    | 0.39                                       | 13.41                       |
| 6     | 1.40      | 0.28                                    | 0.39                                       | 7.12                        |
| 7     | 9.82      | 0.27                                    | 0.37                                       | 5.00                        |
| 8     | 1.40      | 0.28                                    | 0.39                                       | 13.72                       |
| 9     | 0.37      | 0.28                                    | 0.39                                       | 6.76                        |
| 10    | 3.24      | 0.35                                    | 0.46                                       | 12.57                       |
| 11    | 0.91      | 0.34                                    | 0.45                                       | 14.57                       |
| 12    | 0.56      | 0.35                                    | 0.46                                       | 5.00                        |
| 13    | 0.44      | 0.28                                    | 0.39                                       | 5.00                        |
| 14    | 0.99      | 0.28                                    | 0.39                                       | 7.41                        |
| 15    | 4.45      | 0.28                                    | 0.36                                       | 35.79                       |
| 16    | 6.53      | 0.28                                    | 0.39                                       | 16.13                       |
| 17    | 0.98      | 0.28                                    | 0.39                                       | 12.13                       |
| 18    | 2.03      | 0.28                                    | 0.39                                       | 10.58                       |
| 19    | 6.44      | 0.30                                    | 0.41                                       | 23.35                       |
| 20    | 2.44      | 0.28                                    | 0.39                                       | 8.82                        |
| 21    | 0.06      | 0.28                                    | 0.39                                       | 5.00                        |

ac = acre

min = minute

The watershed subbasins shown in Figure 4 were delineated and the enclosed areas were calculated using 2-foot topography in ArcGIS 10. The subbasin sizes summarized in Table 4 were used as an input for the SSA model for the hydrologic simulation.

Time of concentration ( $T_c$ ) is defined as the time it takes for stormwater runoff to travel from the most hydraulically distant point of the watershed to a point of interest within the watershed.  $T_c$  values for each subbasin were determined using the  $T_c$  estimation method described in NRCS TR55 (1986). Runoff from each sub-area was divided into a sheet flow segment (non-concentrated runoff from the most distant point), shallow concentrated flow segment, and channel flow and storm drain flow.

$T_c$  values for sheet and shallow concentrated flows were estimated using generalized curves that relate surface and channel conditions, slope, and flow velocity. A maximum sheet flow segment length of 100 feet was used in accordance with NRCS recommendations. Shallow concentrated flow lengths were assumed to extend from the end of the sheet flow portion of runoff to the origin of a well-defined channel segment.

The velocities for channel flows were calculated using Manning's equation assuming the bankfull discharges. Hydraulic roughness characteristics were based on aerial imagery and field reconnaissance.

The calculated travel time ( $T_t$ ) values for sheet flow, shallow concentrated flow, and channel flow were summed to give the total  $T_c$  value for each sub-area. The estimated  $T_c$  values for the sub-areas are summarized in Table 4.

Rainfall intensities for the City of Alexandria were input to the SSA model. The rainfall intensities for the 1-, 2-, 10-, 25-, and 100-year rainfall events were used to calculate the discharges at the 100-, 50-, 10-, 4-, and 1-percent-annual-chance events, respectively.

#### **4.1.4 Summary of Results**

Results of the hydrologic simulations are summarized in Table 5. Results of the SSA model are reported by subbasin name. The locations of the junctions and outfalls are shown in Figure 5.





Figure 5: Fort Ward Park Drainage Divide Map with Junctions and Outfalls

**Table 5: Summary of Hydrologic Analysis**

| Name        | Drainage Area (ac) | Drainage Area within Park Limits (%) | Storm Event Flows (cfs) |       |       |        |        |
|-------------|--------------------|--------------------------------------|-------------------------|-------|-------|--------|--------|
|             |                    |                                      | 1-yr                    | 2-yr  | 10-yr | 25-yr  | 100-yr |
| Subbasin 1  | 29.5               | 18.8                                 | 26.34                   | 34.15 | 49.71 | 78.46  | 98.69  |
| Subbasin 2  | 1.91               | 100                                  | 1.77                    | 2.29  | 3.34  | 5.55   | 7.04   |
| Subbasin 3  | 0.15               | 100                                  | 0.17                    | 0.22  | 0.32  | 0.54   | 0.70   |
| Subbasin 4  | 2.39               | 93.4                                 | 2.33                    | 3.04  | 4.43  | 7.41   | 9.44   |
| Subbasin 5  | 3.61               | 98                                   | 3.32                    | 4.29  | 6.25  | 10.38  | 13.17  |
| Subbasin 6  | 1.4                | 100                                  | 1.60                    | 2.13  | 3.10  | 5.22   | 6.67   |
| Subbasin 7  | 9.82               | 92.6                                 | 12.20                   | 16.31 | 23.86 | 39.42  | 50.50  |
| Subbasin 8  | 1.4                | 100                                  | 1.28                    | 1.65  | 2.40  | 3.98   | 5.05   |
| Subbasin 9  | 0.37               | 100                                  | 0.43                    | 0.57  | 0.84  | 1.40   | 1.80   |
| Subbasin 10 | 3.24               | 20.2                                 | 3.81                    | 4.95  | 7.21  | 11.33  | 14.39  |
| Subbasin 11 | 0.91               | 39.7                                 | 0.98                    | 1.26  | 1.84  | 2.90   | 3.66   |
| Subbasin 12 | 0.56               | 42.6                                 | 0.90                    | 1.21  | 1.76  | 2.80   | 3.58   |
| Subbasin 13 | 0.44               | 63                                   | 0.57                    | 0.76  | 1.11  | 1.86   | 2.39   |
| Subbasin 14 | 0.99               | 68.4                                 | 1.12                    | 1.48  | 2.16  | 3.62   | 4.64   |
| Subbasin 15 | 4.45               | 0                                    | 2.34                    | 3.08  | 4.47  | 6.85   | 8.59   |
| Subbasin 16 | 6.53               | 77.7                                 | 5.52                    | 7.11  | 10.36 | 17.14  | 21.64  |
| Subbasin 17 | 0.98               | 100                                  | 0.93                    | 1.22  | 1.77  | 2.95   | 3.75   |
| Subbasin 18 | 2.03               | 100                                  | 2.03                    | 2.67  | 3.89  | 6.52   | 8.32   |
| Subbasin 19 | 6.44               | 77.5                                 | 4.70                    | 6.11  | 8.89  | 14.53  | 18.23  |
| Subbasin 20 | 2.44               | 100                                  | 2.60                    | 3.43  | 5.01  | 8.41   | 10.76  |
| Subbasin 21 | 0.06               | 100                                  | 0.08                    | 0.11  | 0.16  | 0.27   | 0.35   |
| Junction 1  | 4.45               | 0                                    | 2.34                    | 3.08  | 4.47  | 6.85   | 8.59   |
| Junction 2  | 13.98              | 69.4                                 | 8.14                    | 10.54 | 15.35 | 25.21  | 31.86  |
| Junction 3  | 20.42              | 71                                   | 11.39                   | 14.77 | 21.51 | 35.27  | 44.49  |
| Junction 4  | 2.44               | 100                                  | 2.60                    | 3.43  | 5.01  | 8.41   | 10.76  |
| Junction 5  | 2.39               | 100                                  | 0.43                    | 0.57  | 0.84  | 1.40   | 1.80   |
| Junction 6  | 1.4                | 100                                  | 1.28                    | 1.65  | 2.40  | 3.98   | 5.05   |
| Junction 7  | 0.98               | 100                                  | 0.93                    | 1.21  | 1.77  | 2.95   | 3.75   |
| Junction 8  | 2.03               | 100                                  | 2.03                    | 2.66  | 3.89  | 6.52   | 8.32   |
| Junction 9  | 1.91               | 100                                  | 1.77                    | 2.29  | 3.34  | 5.54   | 7.04   |
| Junction 10 | 0.15               | 100                                  | 0.17                    | 0.22  | 0.32  | 0.54   | 0.69   |
| Junction 11 | 1.4                | 100                                  | 1.60                    | 2.12  | 3.10  | 5.22   | 6.67   |
| Outfall 1   | 65.97              | 71.7                                 | 37.02                   | 48.00 | 69.88 | 111.38 | 140.15 |



| Name      | Drainage Area (ac) | Drainage Area within Park Limits (%) | Storm Event Flows (cfs) |       |       |       |        |
|-----------|--------------------|--------------------------------------|-------------------------|-------|-------|-------|--------|
|           |                    |                                      | 1-yr                    | 2-yr  | 10-yr | 25-yr | 100-yr |
| Outfall 2 | 2.39               | 93.4                                 | 2.33                    | 3.04  | 4.43  | 7.41  | 9.44   |
| Outfall 3 | 5.01               | 99                                   | 3.54                    | 4.59  | 6.69  | 11.11 | 14.10  |
| Outfall 4 | 14.02              | 98.2                                 | 14.45                   | 19.27 | 28.19 | 46.67 | 59.76  |
| Outfall 5 | 3.24               | 20.2                                 | 3.81                    | 4.95  | 7.21  | 11.33 | 14.39  |
| Outfall 6 | 0.91               | 39.7                                 | 0.98                    | 1.26  | 1.84  | 2.90  | 3.66   |
| Outfall 7 | 0.56               | 42.6                                 | 0.90                    | 1.21  | 1.76  | 2.79  | 3.58   |
| Outfall 8 | 0.99               | 63                                   | 0.57                    | 0.76  | 1.11  | 1.86  | 2.39   |
| Outfall 9 | 1.05               | 84.2                                 | 1.16                    | 1.54  | 2.24  | 3.77  | 4.82   |

ac = acre

cfs = cubic feet per second

yr = year

Results from the SSA model are consistent with what was expected from field studies, which showed locations of eroded streams and the need for storm drain improvements. The results of this study can be used by the City for future stormwater management improvements or stream restoration projects. Additionally, the results of the hydrology are used to perform the hydraulic capacity analysis.

## **4.2 HYDRAULIC CAPACITY ANALYSIS**

### **4.2.1 Modeling Development**

URS performed a hydraulic capacity analysis for the cross culverts. The results of the hydraulic modeling will aid in future park improvement assessments and the City of Alexandria's management strategies for the park.

The hydraulic model for the Fort Ward Park Master Drainage Plan was developed using current Geographic Information System (GIS) datasets from the City and peak discharges calculated during the hydrologic analysis.

A culvert analysis program, HY-8, was used to analyze the performance of the culverts. There are 11 existing cross culverts in the Park and all of them were investigated for the conveyance capacity.

### 4.2.2 Modeling Input Parameters

Key parameters that are required for HY-8 include discharge data, culvert data, tailwater data, and roadway data. The discharges for the 2-year, 10-year, 25-year, and 100-year storm events were obtained from the hydrologic analysis. The culvert data required by HY-8 include:

- Culvert shape
- Material (to define Manning's n values)
- Size
- Inlet type, edge condition, and depression
- Invert data
- Embankment data

The above culvert data were obtained from the GIS data provided by the City, the field reconnaissance, aerial images, and topographic information.

The downstream tailwater channel shape and condition were defined using topographic data provided by the City and the field reconnaissance observations. The following parameters are required when defining the roadway data for the culvert:

- Roadway profile
- Roadway station
- Crest length
- Crest elevation
- Roadway surface
- Top width

The above road data were obtained from the GIS data provided by the City, the field reconnaissance, aerial images, and topographic information. The roadway surface conditions were confirmed during the field reconnaissance trip. The values entered for the crest length and top width of the roadway have no effect on the hydraulic computations unless overtopping occurs.

### 4.2.3 Modeling Approach

URS determined the conveyance capacity of the existing drainage systems and for the limited existing cross culverts on the site. Defined conveyance systems are not prevalent on the site, and there are no closed drainage systems other than cross culverts. The flow capacities for the existing cross culverts were determined using the discharges from the hydrologic analysis.

Culvert capacities and associated velocities were computed using the Federal Highway Administration's HY-8. HY-8 was developed by Federal Highway Administration in the 1980s

and has been continuously maintained and updated since. URS used the latest version, Version 7.2, to examine the hydraulic capacity of the cross culverts in the Fort Ward Park.

### 4.2.4 Summary of Results

The summary of the hydraulic capacity analysis (Table 6) shows that all the culverts, except Culverts 2, 18, and 20, are designed to convey 25-year storm events, provided routine maintenance is performed. For example, sedimentation in the culvert under West Braddock Road (Culvert 15) will cause the water to overtop the crossing road during the 25-year storm event. However, the conveyance can be restored by cleanup and routine maintenance. The detailed model output for each culvert is available in Appendix C.

**Table 6: Summary of Culvert Capacity Analysis**

| Culvert ID  | Subbasin ID | Site ID | Storm Event Flows (cfs) |       |        | Flows that would cause overtopping (cfs) | Will it be overtopped during a 25-year storm event? | Will it be overtopped during a 100-year storm event? |
|-------------|-------------|---------|-------------------------|-------|--------|--|---|--|
|             |             |         | 10-yr                   | 25-yr | 100-yr |  |   |  |
| Culvert 15  | Subbasin 15 | Site 3  | 4.47                    | 6.85  | 8.59   | 8.25                                     | No  | Yes  |
| Culvert 15* | Subbasin 15 | Site 3  | 4.47                    | 6.85  | 8.59   | 6.04                                     | Yes   | Yes  |
| Culvert 17  | Subbasin 17 | Site 1  | 1.77                    | 2.95  | 3.75   | 5.30                                     | No  | No   |
| Culvert 18  | Subbasin 18 | Site 2  | 3.89                    | 6.52  | 8.32   | 5.17                                     | Yes   | Yes  |
| Culvert 16  | Junction 2  | Site 5  | 15.35                   | 25.21 | 31.86  | 40.27                                    | No  | No   |
| Culvert 3   | Subbasin 3  | Site 10 | 0.32                    | 0.54  | 0.70   | 4.0                                      | No  | No   |
| Culvert 2   | Subbasin 2  | Site 10 | 3.34                    | 5.55  | 7.04   | 5.06                                     | Yes   | Yes  |
| Culvert 6   | Subbasin 6  | N/A     | 3.10                    | 5.22  | 6.67   | 7.55                                     | No  | No   |
| Culvert 9   | Subbasin 9  | N/A     | 0.84                    | 1.40  | 1.80   | 4.05                                     | No  | No   |
| Culvert 8   | Subbasin 8  | Site 15 | 2.40                    | 3.98  | 5.05   | 4.04                                     | No  | Yes  |
| Culvert 20  | Subbasin 20 | Site 15 | 5.01                    | 8.41  | 10.76  | 7.35                                     | Yes   | Yes  |
| Culvert 21  | Subbasin 21 | Site 21 | 0.16                    | 0.27  | 0.35   | 2.6                                      | No  | No   |

\*with 1/3 of the culvert blocked by sedimentation

## **SECTION FIVE: RECOMMENDATIONS**

### **5.1 GENERAL RECOMMENDATIONS**

Over the course of the study, URS identified potential improvements to address nuisance flooding and erosion issues at the Park. These improvements are based on field observations, engineering analysis, and community input. The improvements include both structural and nonstructural measures. Nonstructural measures are defined as not requiring design and generally involving lower-cost activities that can be integrated into the maintenance already occurring at the Park. Structural measures, also referred to as capital projects, typically require additional analyses such as design development, geotechnical analysis, field surveying, archaeological investigation, and permitting. These measures typically involve greater effort and higher costs.

Nonstructural improvement options recommended for general implementation at the Park are listed below:

- **Aeration and Turf Seeding:** This alternative consists of aerating the soil to increase infiltration capacity and seeding turf. Aerated soil has a higher infiltration capacity (decreasing runoff) and is also more suitable for plant growth. Healthy turf reduces erosion while greatly improving park aesthetics. The Fort Ward Park and Museum Area Management Plan provides additional information on aeration of soils at the park
- **Conveyance Improvements:** This alternative includes cleanup and maintenance of the existing system, swales, closed systems, etc. This includes removing sediment and debris that decrease flow in existing conveyance systems, or avoiding cutting grass in infiltration trenches. These practices increase flow conveyance and decrease flooding frequency.
- **Redirect Drainage from Homes:** This alternative requires redirecting residential drainage away from erodible areas and sensitive resources by redirecting roof downspouts or sump pumps to storm drain systems. This option decreases runoff on to the Park by redirecting residential runoff.
- **Mowing Maintenance Plan:** This alternative requires a maintenance plan to clearly identify areas to be mowed and areas to avoid mowing. “No Mow” areas should also be established for drainage practices that use plant growth for retention, and where undesired pedestrian traffic is causing erosion.

General structural improvement options considered are as follows:

- **Increase Culvert Capacity:** This alternative involves increasing the size of culverts to accommodate the 25-year storm. This will lead to culverts surcharging less frequently, potentially avoiding nuisance flooding.
- **Redirect Surface Flow:** This alternative requires creating or upgrading an existing conveyance system. This can include swales, berms, culverts, etc. depending on the site requirements. Directly altering surface flow should be used where sheet flow is eroding sensitive areas.

- **Level Spreader:** This alternative involves implementation of gravel or riprap downstream of a culvert outlet to reduce erosion. Level spreaders reduce energy, converting high-velocity flow into sheet flow.
- **Stream Restoration/Stabilization:** This alternative consists of modifying an existing stream so it is more stable under existing and future flow conditions. This can decrease stream erosion, improve stream aesthetics, and decrease sediment loading downstream.
- **Install Underground Best Management Practices (BMPs):** This alternative involves adding water quality BMPs to an existing or proposed culvert. The BMPs are designed to trap sediment, debris, and other contaminants to improve water quality downstream.

## 5.2 GENERAL MAINTENANCE BEST PRACTICES FOR CEMETERY AREAS

The following summarizes best practices for grounds and headstone maintenance at cemeteries, but is focused on the Oakland Baptist Church Cemetery (Site 8), although the cemetery is not under City jurisdiction. The parties responsible for maintenance of the cemetery should view this document as general guidance and refer specifically to the Additional References and Resources at the end of this document to help determine the most appropriate methods and means of implementation.

### 5.2.1 Virginia Cemetery Regulations

The State of Virginia has a number of laws and regulations related to marked and unmarked cemeteries including ones that address impacts to graves and access to gravesites, among others (see Code of Virginia Titles 18 and 57). Questions regarding cemetery regulations in Virginia can be directed to the Virginia Department of Historic Resources (VDHR) at 804-367-2323 / <http://www.dhr.virginia.gov/>.

### 5.2.2 Maintenance Recommendations

Maintenance issues at cemeteries typically revolve around two often interconnected themes: vegetation and drainage. Vegetative issues include poor turf quality resulting from soil compaction and excessive shade and trees growing in and around graves, displacing headstones. Drainage issues at cemeteries are often related to sheet flow of water due to impervious surfaces upslope from the cemetery, compaction of soil around and within the cemetery proper, and poor soil drainage characteristics, such as impermeable clay layers; a high, or perched, water table can be another contributing factor. There are a number of mitigation measures that can be implemented by parties responsible for cemetery maintenance to address vegetative and drainage issues both outside a cemetery and within the boundary of a cemetery.

**Turf Maintenance:** Within the boundaries of a cemetery, poor drainage and erosion is most commonly related to soil compaction, which prevents water from infiltrating into the ground and instead contributing to surficial erosion or subsidence of head stones or pooling in depressions. Soil compaction issues can be addressed through a turf maintenance program, whereby the soil is aerated and appropriate grassy vegetation is planted as an erosion prevention technique. Such an

activity may involve the removal or pruning of trees that are contributing to excessive shade or could be diverting water flow, but care must be taken to ensure that the trees removed do not contribute to the character and feeling of the cemetery and do not cause additional damage during the removal process. Mowing, edging, and related turf maintenance activities are major contributors to headstone damage. Any turf management program must include damage prevention measures.

Water Diversion: There are three main methods that can be used around a cemetery to redirect water flowing from upslope sources: berms (see Section 6.2 for example), ditches, and subsurface installations such as French drains or drainage tiles. Construction of any of these features can have adverse impacts to a cemetery due to either compaction of burials (e.g., berms) or physical disturbance of a burial (e.g., ditches and French drains). As such, it is important that an accurate map of the limits of burials, marked and unmarked, within the cemetery be prepared to ensure that such features will not be constructed through any burials.

Grave Depressions: While water can pool in grave depressions caused by casket and soil subsidence, it is recommended that these not be filled unless they pose a safety hazard, especially if an accurate map of the cemetery and all marked and unmarked burials has not been developed (Chicora Foundation, Inc. (CFI) N.D.a). Grave depressions are an important indicator of unmarked graves and filling of the depression can remove any sign of a burial if it is not properly mapped and/or marked. Issues with grave depressions collecting water can be mitigated by instituting a turf management program.

Conservation and Repair of Damaged Headstones: Trees and tree roots as well as drainage issues can cause subsidence of and damage to headstones. If resetting of headstones is feasible, care should be taken when identifying which headstones should be reset and the manner in which the resetting is undertaken. It is recommended that only headstones with a severe amount of tilting be reset. Headstones can contain internal cracking that is not visible to the naked eye and the process of resetting can result in failure of the stone, thus causing a more severe impact to the headstone and more costly repair. There are numerous methods for repairing cracked or broken headstones, but improper repair techniques can cause additional damage or minimally result in disfigurement. Additionally, it should be noted that mowing and other turf maintenance can be the most damaging activities to headstones, and proper guidance is critical to preventing damage from these activities.

### 5.2.3 Potential Funding Sources

A number of different options may exist for procuring funding to support cemetery maintenance activities. Within the City of Alexandria, it is recommended that the Alexandria Archaeology Museum be contacted at 703-746-4399 / <http://alexandriava.gov/Archaeology>. The VDHR is a resource that can be used to identify potential state and federal funding sources, and can be contacted at 804-367-2323 / <http://www.dhr.virginia.gov/>. The State, Tribal, and Local Plans & Grants Division of the National Park Service (<http://www.nps.gov/history/hpg/>) often works with State Historic Preservation Offices such as the VDHR. While cemeteries are not typically

considered eligible for listing in the National Register of Historic Places (NRHP), there are a number of “Criteria Considerations” under which a cemetery may be considered eligible. VDHR may be able to provide guidance on the NRHP nomination process and possible funding sources.

A list of organizations that would provide additional funding sources is included in Additional References and Resources at the end of this document.

### 5.3 DESIGN STANDARDS FOR PROPOSED IMPROVEMENTS

Several design standards were used when considering proposed improvements to Fort Ward Park, including the following:

- The Four Mile Run Design Guidelines (2009)
- The Amendments to City of Alexandria Article XIII Environmental Management Ordinance (2006)
- The Virginia Stream Restoration & Stabilization Best Management Practices Guide (2004) – used when considering stream restoration improvements
- The Virginia Department of Transportation Drainage Manual (2002)
- The Virginia Erosion and Sediment Control Handbook (1992)

### 5.4 SITE-SPECIFIC RECOMMENDATIONS

Specific recommendations are summarized below for each of the sites shown in Figure 3. Section Six includes additional information for the recommended capital projects that were analyzed in detail.

#### 5.4.1 Site 1

Two nonstructural measures are recommended for Site 1:

- Aeration and turf seeding
- Conveyance improvements: periodic removal of sediment and debris from culverts is recommended.

#### 5.4.2 Site 2

Two nonstructural measures and one structural measure are recommended for Site 2:

- Increase culvert capacity: Increase the capacity of the 15-inch culvert under the entrance road near the bathrooms
- Aeration and turf seeding
- Conveyance improvements: periodic removal of sediment and debris from culverts is recommended. Re-grading to avoid ponding is also recommended.

### **5.4.3 Site 3**

Two nonstructural measures and one structural measure are recommended for Site 3:

- **BMP implementation:** this alternative requires the installation of a BMP at the site or upstream of the outfall to remove sediment, trash, and debris. (See Section Six for concept design.)
- **Level spreader:** this alternative requires the implementation of a level spreader at the culvert outlet.
- **Conveyance improvements:** periodic removal of sediment and debris from culverts is recommended.

### **5.4.4 Site 4**

One nonstructural measure is recommended for Site 4:

- **Aeration and turf seeding**

### **5.4.5 Site 5**

Two nonstructural measures are recommended for Site 5:

- **Aeration and turf seeding:** seeding is recommended at the sloped area upstream of the 36-inch culvert.
- **Conveyance improvements:** periodic removal of sediment and debris from the 36-inch culvert and the 6-inch PVC pipes is recommended.

### **5.4.6 Site 6**

One nonstructural measure and one structural measure are recommended for Site 6 (Old Utility Yard).

- **Redirect surface flow:** this alternative requires the construction of berms to direct runoff and to replace temporary hay bales. (See Section Six for concept design.)
- **Mowing maintenance plan:** reduce mowing due to the existing infiltration basins and graves.

### **5.4.7 Site 7**

Two nonstructural measures and two structural measures are recommended for Site 7:

- **Stream restoration/stabilization:** this alternative involves implementing stream restoration measures for eroded stream banks. (See Section Six for concept design.)
- **Redirect surface flow:** this alternative requires developing a solution to effectively handle concentrated flow from the nearby residential property.
- **Aeration and turf seeding**



- Conveyance improvements: periodic removal of debris from the stream and yard inlets is recommended.

### 5.4.8 Site 8

Recommendations for the Oakland Baptist Cemetery property are discussed in Section 5.3.

### 5.4.9 Site 9

Two nonstructural measures and two structural measures are recommended for Site 9:

- Level spreader: this alternative requires the implementation of a level spreader at the culvert outlet to prevent concentrated flow.
- Redirect surface flow: this alternative requires the construction of a berm to direct runoff around playground area before the playground is relocated to a different location.
- Aeration and turf seeding
- Conveyance improvements: periodic removal of sediment and debris at yard inlets is recommended.

### 5.4.10 Site 10

One nonstructural measure and one structural measure are recommended for Site 10:

- Increase culvert capacity: Increase the capacity of the 15 inch culvert.
- Aeration and turf seeding

### 5.4.11 Site 11

One nonstructural measure is recommended for Site 11:

- Community outreach: Conduct outreach activities with residents to prevent pollutants from entering the storm drain system.

### 5.4.12 Site 12

One nonstructural measure and two structural measures are recommended for Site 12:

- Level spreader: this alternative requires the implementation of a level spreader at the culvert outlet to prevent concentrated flow.
- Aeration and turf seeding
- Conveyance improvements: periodic removal of sediment and debris from inlets is recommended.

### 5.4.13 Site 13

Two nonstructural measures and one structural measure are recommended for Site 13:

- Level spreader: this alternative requires the implementation of a level spreader at the culvert outlet to prevent concentrated flow.
- Aeration and turf seeding
- Conveyance improvements: periodic removal of sediment and debris from inlets is recommended.

### 5.4.14 Site 14

Two nonstructural measures are recommended for Site 14:

- Aeration and turf seeding
- Conveyance improvements: periodic removal of sediment and debris from inlets is recommended.

### 5.4.15 Site 15

Two nonstructural measures and one structural measure are recommended for Site 15:

- Increase culvert capacity: Increase the capacity of the 15 inch culvert.
- Aeration and turf seeding
- Conveyance improvements: periodic removal of sediment and debris from inlets is recommended. A slight re-grading and the removal of the telephone pole at the upstream culvert are also recommended.

### 5.4.16 Site 16

One nonstructural measure is recommended for Site 16:

- Redirect surface flow: this alternative requires developing a solution to effectively handle concentrated flow from the nearby residential property.

### **SECTION SIX: RECOMMENDED CAPITAL IMPROVEMENT PROJECTS AND COST ESTIMATES**

This section provides the concept design for the recommended capital improvement projects to address the flooding and erosion issues and improve the drainage on selected sites. The specific recommendations set forth in this section should be considered as conceptual only. Additional details and potential alternatives should be investigated and analyzed in the preliminary engineering phase of final project designs.

#### **6.1 STORMWATER FILTER (SITE 3)**

##### **6.1.1 Existing Site Description**

Sedimentation is occurring at the outfall 150 feet east of the Fort Ward Park Museum (Site 3). The flow at the outfall is made up of runoff from the 5-acre forested area south of Braddock Road and approximately 1 acre of Braddock Road. An 18-inch reinforced concrete pipe conveys water from Braddock Road to the outfall. The pipe was found to be adequate to convey the 25-year flood event as long as the pipe was not blocked by sediment. This site is the only area in the Park where offsite runoff enters and flows through the Park. The outfall is close to two parking lots and the museum, so it is considered a medium- to high-visibility area. The soils from the pipe inlet to the outfall are composed of hydrologic soil group D soils, which are poorly drained with low infiltration rates and high clay content.

##### **6.1.2 Proposed Design**

The primary goal for the proposed design is to improve the water quality of runoff at the Park. The secondary goal is to provide a solution that the community will accept while not detracting from the aesthetics of the Park. It is recommended that the existing sediment and debris within the outfall be removed prior to the implementation of any structural improvements at this location.

The proposed retrofit to the Site 3 outfall is to install an underground stormwater filter beneath the parking lot southeast of the museum (Figure 6). Excavation of a portion of the parking lot is necessary and excess soil needs to be hauled offsite. The existing 18-inch reinforced concrete pipe would be cut in place and reconfigured and connected to the underground stormwater filter unit.



**Existing Site 3 Outfall**

A filter such as the Contech StormFilter is recommended for adequate removal of sediment and other stormwater pollutants (including Phosphorous). Figure 7 shows a standard detail of this model. Within the StormFilter unit there is a bypass structure for overflow, pre-treatment to capture sediment, and filters to treat stormwater. Following installation, the excavated area of the

# Recommended Capital Improvement Projects And Cost Estimates

parking lot would need to be resurfaced and regraded. More detailed calculations are needed for final design. Preliminary calculations used for conceptual design are provided in Appendix D.

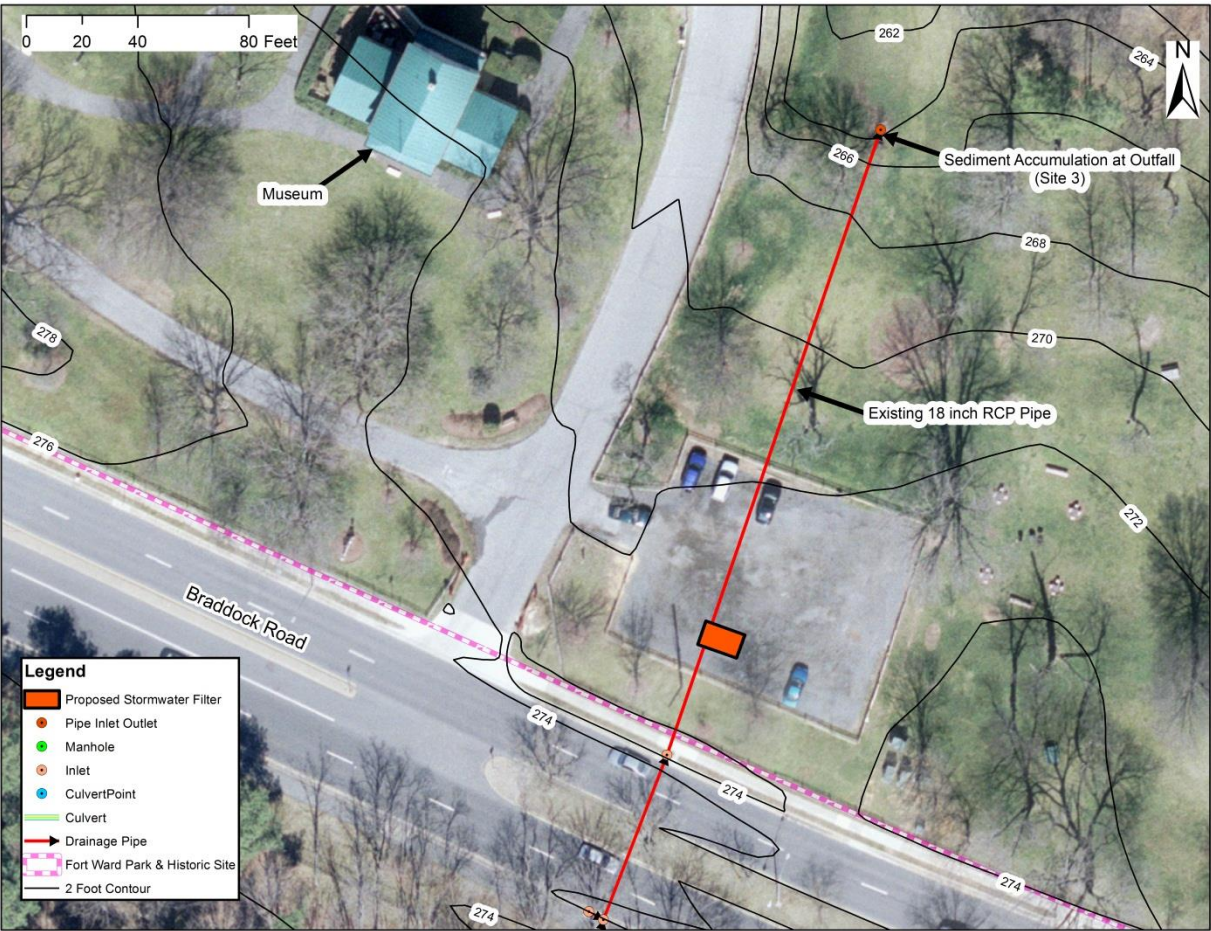


Figure 6: Proposed Stormwater Filter Concept Design

# Recommended Capital Improvement Projects And Cost Estimates

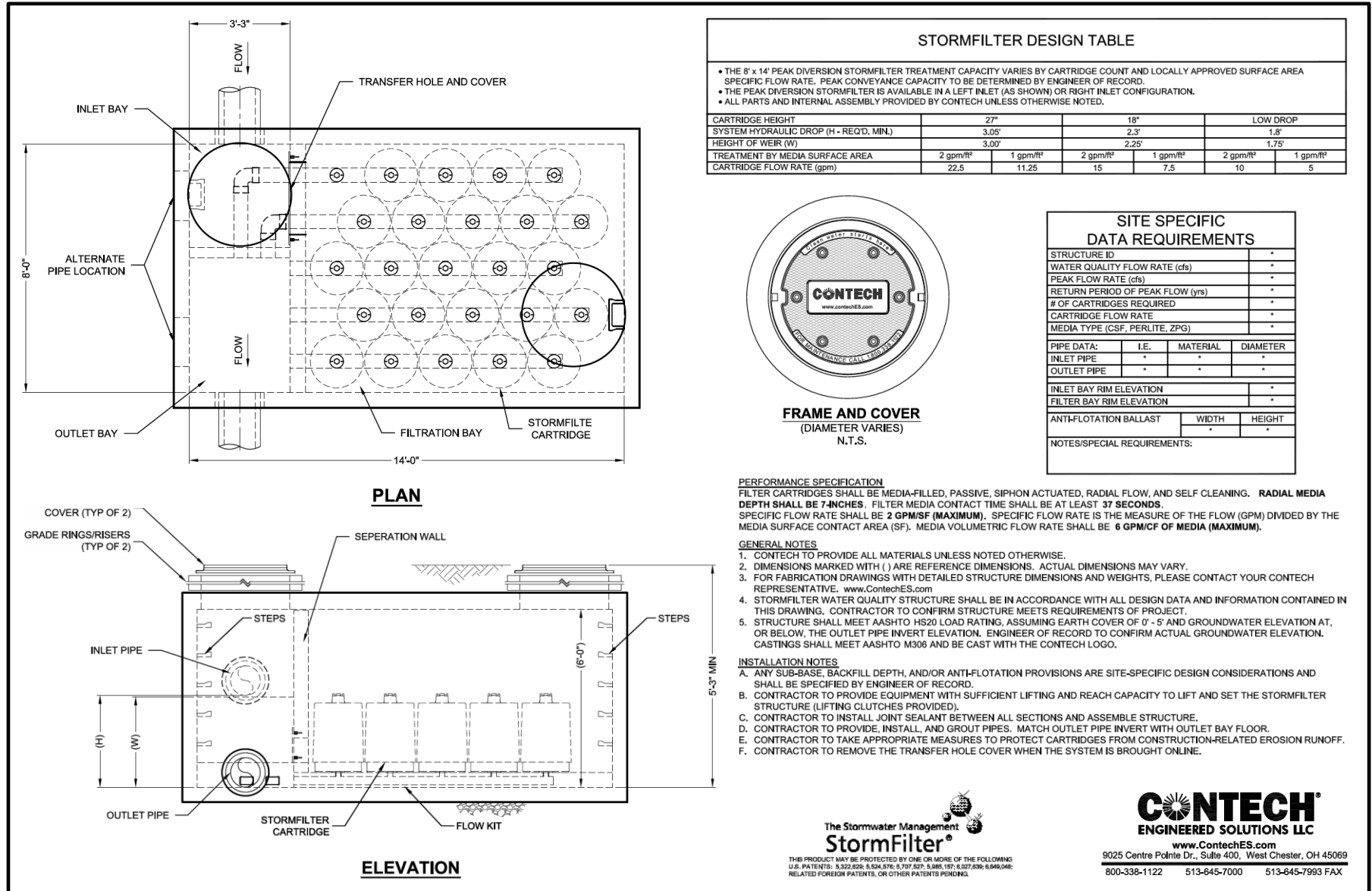


Figure 7: Stormwater Filter Example Standard Detail: Peak Diversion StormFilter

### **6.1.3 Improvements and Benefits**

The current drainage system is adequate for water conveyance, but not water quality. A stormwater filter would intercept fine sediment, oil, floating debris, sinking debris, and nutrients. A StormFilter with twenty filter cartridges is rated to treat up to 1 cfs, which is sufficient to meet Virginia requirements for stormwater filters. Stormwater filters have emergency spillways allowing safe conveyance of up to the 100-year storm, although excess water would not be treated. The proposed retrofit would improve aesthetics by reducing sediment, debris, and pollutant loading into the Park.

### **6.1.4 Project Design Considerations**

The proposed design is consistent with the Four Mile Watershed design guidelines, as well as the Amendment to the City of Alexandria Article XIII Environmental Management Ordinance. The design would involve the installation of a stormwater filter. In order for maintenance access the stormwater filter needs to be installed in or adjacent to the parking lot. Several trees would have to be removed if the filter were installed to the north or south of the parking lot. Construction in the proposed location would require excavation within the existing parking lot and would not impact existing trees. The amount of parking at the Park would be temporarily impacted during construction.

The proposed stormwater filter would detract from the Park aesthetically during construction, but would neither be visible nor take up valuable park space following completion. This is one of the benefits compared to a retention pond or bio-swale, for which more space would be needed.

### **6.1.5 Feasibility**

Construction access to the parking lot will be available through the main entrance on Braddock Road. The parking lot is located near the entrance, so the Park Loop Road would not be impacted. No utilities are expected to be impacted, although further coordination with the City will be needed during detailed design for confirmation.

The environmental impacts of the proposed design would not be substantial as long as construction occurred in the parking lot. The trees on either side of the parking lot would be impacted if the stormwater filter were installed in the grass areas north or south of the proposed location. There would be a temporary loss of public parking during construction at the proposed location.

Temporary fences and barriers would be required for safety.

The site is located within a High Cultural Resource Protection area as specified by the Alexandria Archeology Office of Historic Alexandria. Therefore, an archeological investigation at the site is required prior to or in conjunction with construction. The proposed concept design could occur concurrently or prior to installation of pervious pavement for the parking lot if desired by the City.

Routine inspection and maintenance would be required for the proposed stormwater filter. Cleaning would be required during dry periods to remove the sediment and debris that were retained. To clean the cartridges workers must enter the vault and remove cartridges for cleaning above ground. A



maintenance plan is recommended to ensure that the unit would continue to function as it was designed. Permitting and regulations are discussed in Section Seven.

### 6.2 DIVERSION BERM AROUND CEMETERY (SITE 6)

#### 6.2.1 Existing Site Description

Runoff from the utility yard (Site 6) to the Oakland Baptist Cemetery (Site 8) is eroding the cemetery site. Temporary practices including hay bales, trenches, culverts, and a catch basin are in place to control runoff (Figure 3). The drainage area includes 0.2 acre of developed area (driveways and buildings) and 1.5 acres of grass or bare earth. The utility yard and the cemetery are composed of hydrologic soil group D soils, which are poorly drained with low infiltration rates and high clay content.



**Existing Site 6 Hay Bales**

#### 6.2.2 Proposed Design

The primary goal for the proposed design is to limit erosion and nuisance flooding at the Oakland Baptist Cemetery. The secondary goal is to provide a permanent solution that will have community acceptance and look more aesthetically appealing than the current hay bale practice.

The proposed site improvements are two permanent earthen diversion berms to direct runoff from the utility yard to a catch basin. Figure 8 displays the proposed location of the two diversion berms. The northern berm keeps runoff from entering the cemetery while the southern berm keeps runoff from the road off the site and provides additional protection on the grave sites outside of and south of the cemetery from upstream runoff. The berm would follow the natural slope (4 percent) south of the Oakland Baptist Cemetery. The proposed berm would be approximately 1.5 feet tall, with a minimum 2:1 side slopes (depending on obstructions), and would be 1 foot wide at the top (Figure 9). Erosion protection matting would extend from the base of the berm to the existing grade, and the upstream face would be protected using erosion protection matting or other erosion prevention measures (see Figure 9). The remainder of the berm would be made up of fill. The entire berm can be seeded with grass unless an impervious material is required to protect the berm slope instead of erosion protection matting. There are several potential options for the protected slope including erosion control matting, porous pavers, or riprap.

For the proposed design both diversion berms lead to a catch basin (yard inlet) that is connected to a 12-inch reinforced concrete pipe (Figure 8). The pipe would extend from the catch basin to the stream with outlet protection to reduce flow velocity. Outlet protection options include stone (e.g., riprap), a level spreader, and a concrete structure. Preliminary calculations are available in Appendix D.

## Recommended Capital Improvement Projects And Cost Estimates

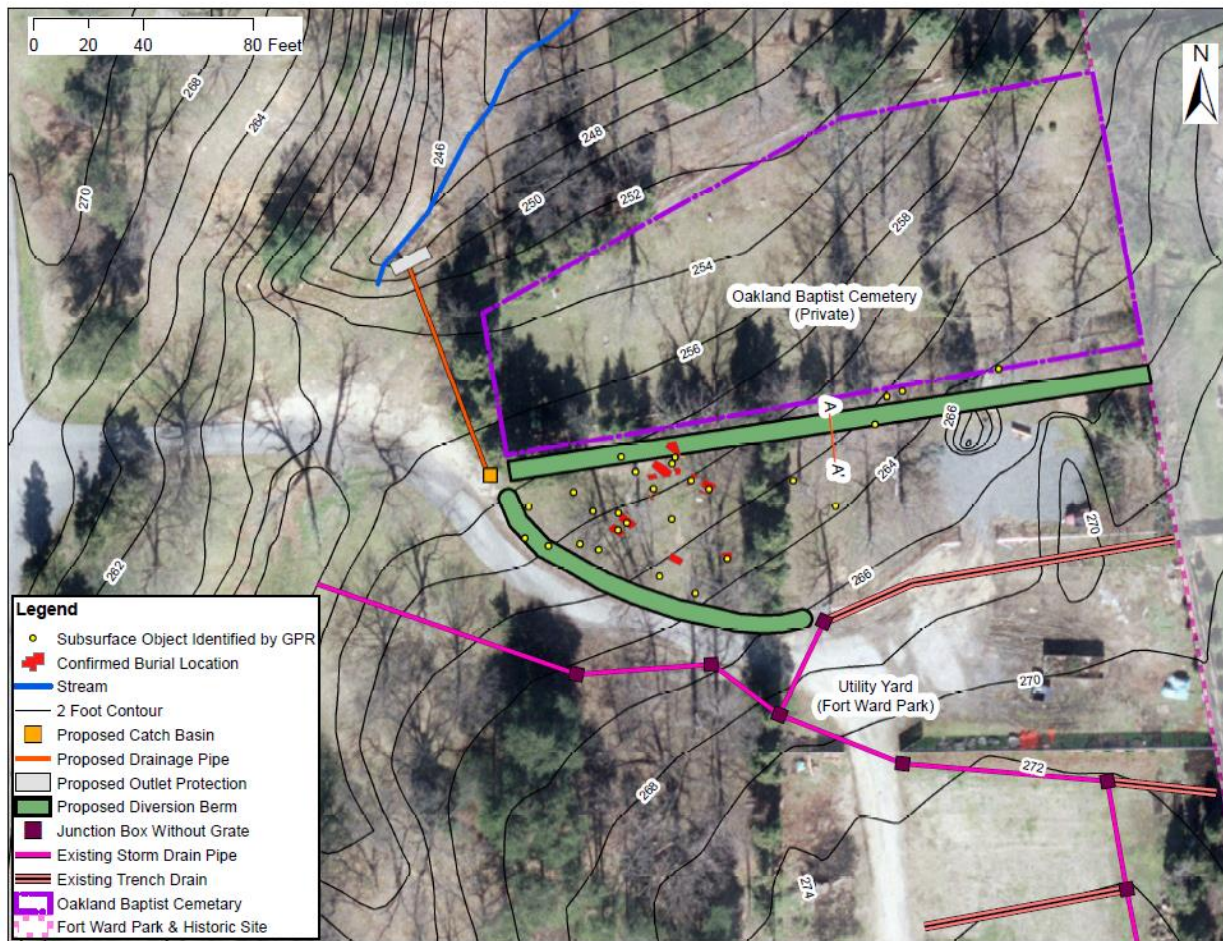


Figure 8: Proposed Diversion Berm Concept Design

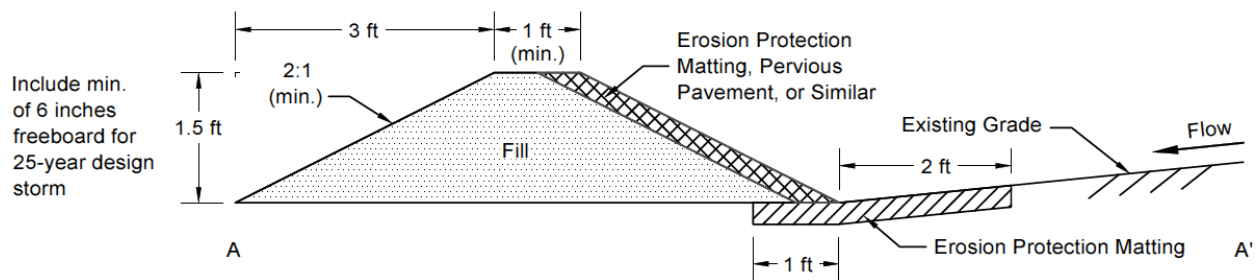


Figure 9: Proposed Diversion Berm Concept Design Cross-Section A - A'

### 6.2.3 Improvements and Benefits

The temporary drainage solutions at the utility yard require a more permanent upgrade to direct runoff away from sensitive areas. The berms would direct sheet flow into concentrated flow with erosion preventative measures (e.g., the erosion protection matting). Runoff from the Park would no longer have access to Oakland Baptist Cemetery. The catch basin and drainage pipe would direct



runoff from the site directly into the stream, alleviating some of the sedimentation concerns at the road (Site 5).

### **6.2.4 Project Design Consideration**

The proposed design involves bringing fill and erosion protection matting onsite and creating two diversion berm segments. The proposed design also requires the installation of a catch basin, drainage pipe, and outlet protection. The site would need to be cleared of debris and some vegetation would need to be trimmed or removed. The design is flexible so most trees should be avoidable, although it is possible that some trees may need to be removed and replaced. Construction of the berm would require compaction, as well as seeding with grass or other vegetation. Installation of the underground drainage solution would require excavation, placement of the drainage structures, backfill, and seeding grass. Construction of the proposed concept design would affect the public when construction was occurring near the unpaved road, and when trucks were hauling soil into the area.

The site is located within a Maximum Cultural Resource Protection area as specified by the Alexandria Archeology Office of Historic Alexandria. There are several confirmed burial sites and potential burial sites that have been identified in the area surrounding the proposed berms (Figure 8). Due to the confirmed and potential burial sites, digging south of Oakland Baptist Cemetery is not considered to be an option. Due to this constraint, below-ground techniques that otherwise may have been suitable for the site (e.g., wet swales, infiltration trenches, and stormwater pipes) were not considered to replace the hay bales. These below-ground techniques also would have been complicated by the large numbers of trees in the area. There are no confirmed burial sites west of the Oakland Baptist Cemetery where the drainage pipe has been proposed. Careful archeological study will need to occur prior to construction to verify that no historical artifacts or burials would be impacted by the design. Above ground techniques were not suitable for this area because they would interfere with public access to the Oakland Baptist Cemetery.

### **6.2.5 Feasibility**

Construction access to the proposed site will be available through Fort Ward Park Loop Road via Braddock Road. The proposed construction site would be located near the southeastern Fort Ward Park entrance so the Park Loop Road would not be significantly impacted by construction traffic. No utilities are expected to be impacted, although further coordination with the City would be needed during detailed design for confirmation.

The environmental impacts of the proposed design primarily involve potential impacts to trees north of the berm. These impacts will need to be considered during final design, and most of the trees should be avoidable. The public would temporarily lose access to a small portion of the Park, and temporary fences or barriers could be necessary to keep the public out of construction areas. An archeological investigation will be required prior to or in conjunction with construction.

Routine maintenance would be required for the proposed berms. This maintenance would include seeding grass, clearing of debris, and occasional visual inspections. The catch basin would also need to be cleaned periodically. Permitting and regulations are discussed in Section Seven.

### **6.3 STREAM STABILIZATION (SITE 7)**

#### **6.3.1 Existing Site Description**

Bank erosion is occurring along the intermittent stream (Site 7) northeast of the Oakland Baptist Cemetery. The banks are incised, and a significant amount of sediment is accumulating at the northern segment of the stream prior to entering the closed storm drain system. The drainage area consists of 2 acres of developed area (roads and buildings) and 18 acres of undeveloped area (grass and brush). The area surrounding the stream is composed of hydrologic soil group D soils, which are poorly drained with low infiltration rates and high clay content, as noted previously. The material within the stream is coarser, but the grain size distribution has not been determined. The existing stream slope is approximately 6 percent on average and is greater than 7 percent at some locations.

#### **6.3.2 Proposed Design**

The primary goal for the proposed design is to limit erosion and sedimentation along the intermittent stream northeast of Oakland Baptist Cemetery. The secondary goal is to provide a solution that will have community acceptance and look more aesthetically appealing than the current incised channel.

The proposed site improvement is a stream stabilization, including the replacement of the two yard inlets at the downstream boundary of the stream reach. The proposed stream stabilization strategy is to connect the channel to its floodplain and add a step-pool configuration for improved channel stability and function. The Virginia Stream Restoration & Stabilization Best Management Practices Guide (2004) was used to estimate the geometry and spacing of the step-pool configuration. Based on the estimated channel conditions (without survey), seven steps are expected at approximately 50-foot intervals. The steps would have heights varying from 0.5 to 1.5 feet and would be preceded by pools that are approximately 10 feet long. The proposed stream slope would be approximately 4 percent as a result of the elevation drops from step-pool geometry. The step-pools would require Class II rip-rap or equivalent, and fill would be required for most of the stabilization reach. For this application, it is recommended that more aesthetic rocks, such as river rocks, be utilized. Figure 10 show the layout of the improvements and Figure 11 shows a conceptual cross-section of the nonstructural locations for the concept design. Figure 12 shows a conceptual cross-section for the steps and pools for the concept design. The final stabilization design is not expected to be trapezoidal; however, it was assumed for concept-level design purposes. The two damaged yard inlets north of the restoration reach will be replaced with standard yard inlets.

Both stream restoration and stream stabilization are complex because of the dynamic nature of streams. Detailed survey and analysis will be necessary prior to detailed design. Preliminary calculations that were used to estimate the appropriate stabilization design are available in Appendix D.

## Recommended Capital Improvement Projects And Cost Estimates

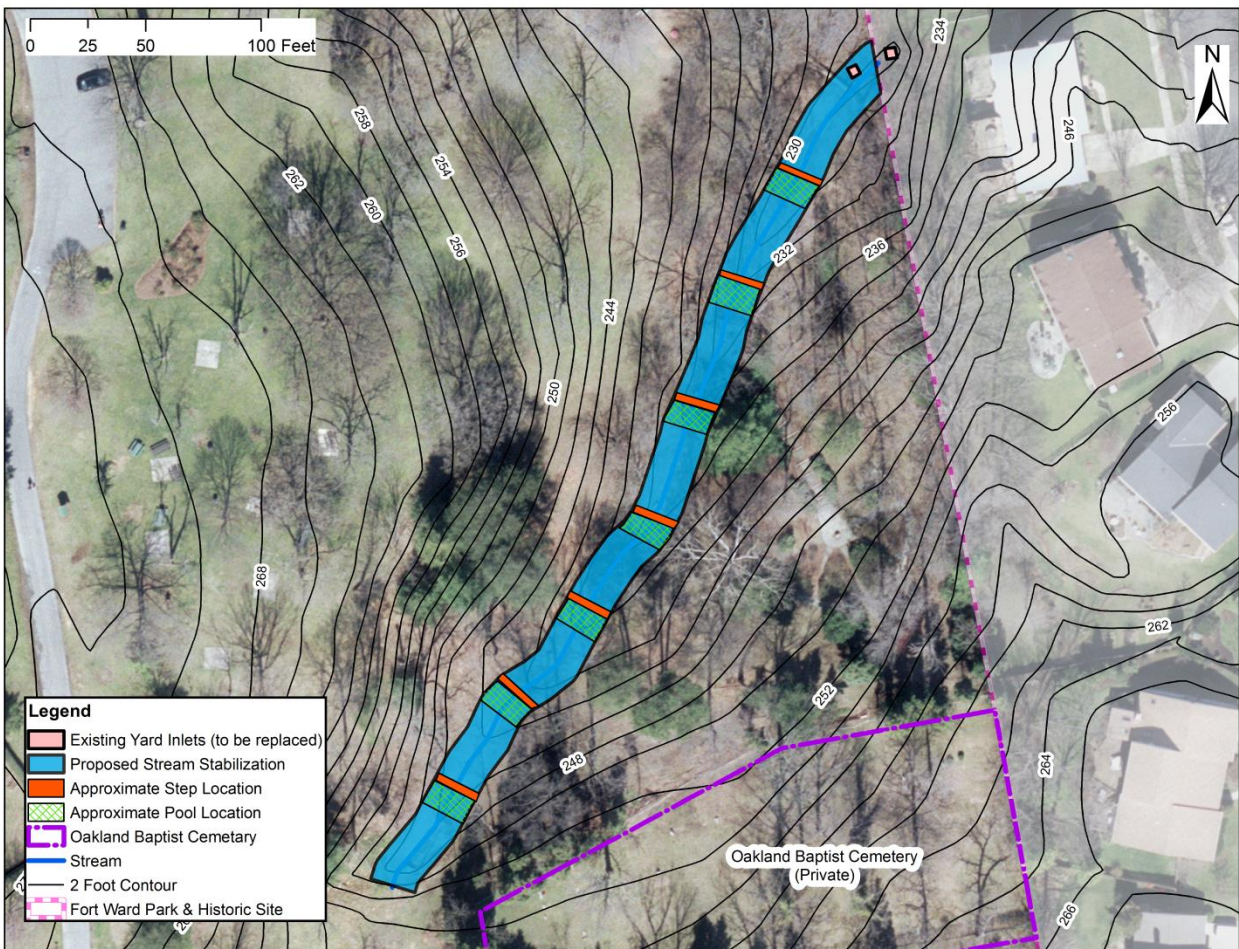


Figure 10: Proposed Stream Stabilization Concept Design

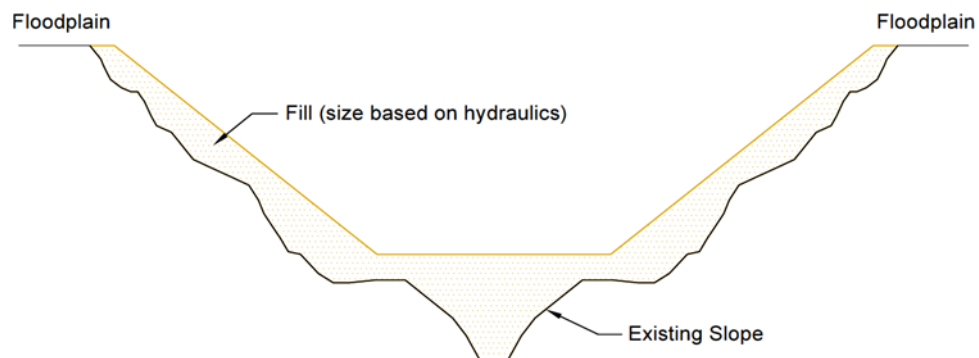
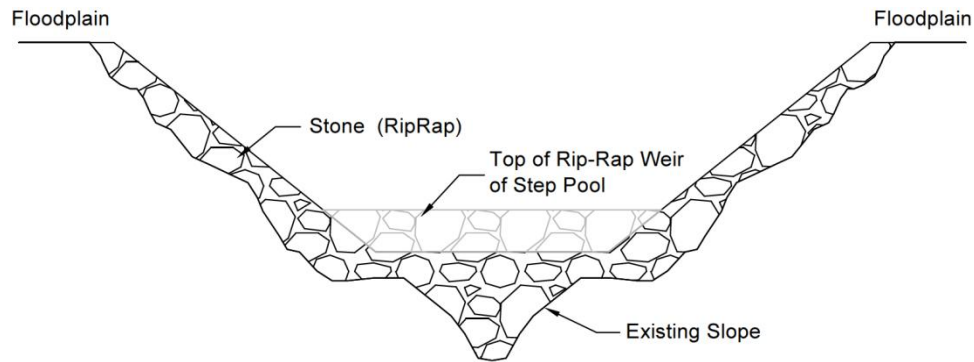


Figure 11: Typical Cross-Section Concept Design (Not to Scale)



**Figure 12: Step-Pool Cross-Section Concept Design (Not to Scale)**

### 6.3.3 Improvements and Benefits

Incised stream banks indicate that a stream is not in a stable state. Without intervention, the stream condition is expected to continue to degrade with time. If the proposed stream stabilization occurs, the banks would be stabilized due to the addition of stone structures, lower channel slope, and an increase in channel roughness (due to the steps and pools). Pools would also allow for settling of fine particles, as well as providing potential habitat. Replacing the yard inlets would improve conveyance from the stream to the existing stormwater network.

Stream stabilization substantially improves the aesthetics of urban streams, and is often well received by the public. An educational sign is recommended to explain why stabilization occurred, as well as the benefits to a healthy stream.

### 6.3.4 Project Design Considerations

The proposed stream stabilization requires stone and sediment to be brought onsite. The installation of the elevated step-pool configuration would occur in the stream followed by the addition of fill to connect the channel to its floodplain. Pump-around diversion will be required to temporarily pump base flow around segments of the stream channel that are under construction.

Several other options were considered for stabilization design. These include connecting the bank to the channel by creating inset floodplains (cutting into the bank instead of raising the channel). The site is located within a Maximum Cultural Resource Protection area as specified by the Alexandria Archeology Office of Historic Alexandria due to potential burial sites in the area. Because of its location in the Maximum Cultural Resource Protection area, stream or bank excavation is not an option. Other stream structures including cross-vanes and log drops were also considered, but they generally require more excavation than step-pools.

Replacing the existing yard inlets would require excavation of the current inlets and hauling of the excess material offsite. The new yard inlets would also need to be installed and connected to the existing stormwater network.

### 6.3.5 Feasibility

Construction access to the proposed stream stabilization site would be available through Fort Ward Park Loop Road via Braddock Road. It will be necessary to drive on grass from the Park Loop Road. No utilities are expected to be impacted, although further coordination with the City would be needed during detailed design for confirmation.

The site is located within a Maximum Cultural Resource Protection area as specified by the Alexandria Archeology Office of Historic Alexandria due to potential burial sites in the area. Therefore, an archeological investigation at the site is required prior to or in conjunction with construction. Ideally, no trees would be removed during the stabilization process, but it is possible that some may need to be removed or relocated. It is also possible that trees could be damaged as a result of equipment. Trees may be planted following the stream restoration to help meet the City of Alexandria's Urban Forestry Plan goal of 40 percent tree cover over the City. Sediment control practices will have to be implemented during construction to avoid negatively impacting downstream waters.

The area surrounding the stream stabilization site will need to be temporarily closed off to the public. Fencing and signs may be necessary to keep park visitors from accessing the construction areas. Once the stabilization is complete, periodic inspection would be required to verify that there was not substantial movement of channel aggregate. In the two years following stream stabilization, some steps and pools typically require slight adjustments to function efficiently in the long term. Permitting and regulations are discussed in Section Seven.

### 6.4 COST ESTIMATE

Costs have been estimated for each of the proposed improvements described in sections 6.1-6.3.

The cost estimate described below should be considered as planning level only, and should be updated and refined with preliminary engineering and final project design.

The estimated costs for the proposed stormwater filter are shown in Table 7. The unit cost for the stormwater filter unit and installation was based on correspondence with Contech for the StormFilter. The remaining unit costs are from the Fairfax County Land Development Services 2013 Comprehensive Unit Price document as requested by the City of Alexandria.

## Recommended Capital Improvement Projects And Cost Estimates

**Table 7: Stormwater Filter Concept Design Estimated Costs (Site 3)**

| Item                          | Quantity                     | Units | Unit Cost   | Total           |
|-------------------------------|------------------------------|-------|-------------|-----------------|
| Excavation                    | 70                           | CY    | \$23.36     | \$1,635.20      |
| StormFilter Filtration System | 1                            | EA    | \$60,000.00 | \$60,000.00     |
| StormFilter Installation      | 1                            | EA    | \$15,000.00 | \$15,000.00     |
| Restore Parking Area          | 30                           | SY    | \$35.04     | \$1,051.20      |
| Mobilization                  | 1                            | EA    | \$10,000.00 | \$10,000.00     |
| CY = Cubic Yard               | Initial Project Costs        |       |             | \$87,686.40     |
| EA = Each                     | Maintenance                  |       |             | 25% \$21,921.60 |
| SY = Square Yard              | Erosion and Sediment Control |       |             | 20% \$17,537.28 |
| Subtotal 1                    |                              |       |             | \$127,145.28    |
| Contingency                   |                              |       | 25%         | \$31,786.32     |
| Subtotal 2                    |                              |       |             | \$158,931.60    |
| Engineering                   |                              |       |             | \$40,000.00     |
| Total                         |                              |       |             | \$198,931.60    |

The estimated costs for the proposed diversion berm concept design are shown in Table 8. The unit costs are from the Fairfax County Land Development Services 2013 Comprehensive Unit Price document as requested by the City of Alexandria.

**Table 8: Diversion Berm Concept Design Estimated Project Costs (Site 6)**

| Item                         | Quantity                     | Units | Unit Cost   | Total           |
|------------------------------|------------------------------|-------|-------------|-----------------|
| Fill                         | 100                          | CY    | \$23.36     | \$2,336.00      |
| Excavation                   | 30                           | CY    | \$29.20     | \$876.00        |
| Erosion Control Matting      | 400                          | SY    | \$1.87      | \$748.00        |
| Grading                      | 700                          | SY    | \$0.90      | \$630.00        |
| Clearing / Grubbing          | 1                            | AC    | \$7,006.50  | \$7,006.50      |
| Tree Planting                | 5                            | EA    | \$525.49    | \$2,627.45      |
| Catch Basin (Yard Inlet)     | 1                            | EA    | \$5,464.37  | \$5,464.37      |
| 12" Reinforced Concrete Pipe | 80                           | LF    | \$47.88     | \$3,830.40      |
| Outlet Protection (RipRap)   | 5                            | SY    | \$56.05     | \$280.25        |
| Grass Seeding and Fertilizer | 1000                         | SY    | \$2.34      | \$2,340.00      |
| Mobilization                 | 1                            | EA    | \$10,000.00 | \$10,000.00     |
| AC = Acres                   | Initial Project Costs        |       |             | \$36,138.97     |
| CY = Cubic Yard              | Berm Maintenance             |       |             | 25% \$9,034.74  |
| EA = Each                    | Erosion and Sediment Control |       |             | 20% \$7,227.79  |
| LF = Linear Feet             | Subtotal 1                   |       |             | \$52,401.51     |
| SY = Square Yard             | Contingency                  |       |             | 25% \$13,100.38 |
|                              | Subtotal 2                   |       |             | \$65,501.88     |
|                              | Engineering                  |       |             | \$50,000.00     |
|                              | Total                        |       |             | \$115,501.88    |

## Recommended Capital Improvement Projects And Cost Estimates

The estimated costs for the proposed stream stabilization are shown in Table 9. The unit cost for step-pools is from the Virginia Stream Restoration & Stabilization Best Management Practices Guide (2004). The remaining unit costs are from the Fairfax County Land Development Services 2013 Comprehensive Unit Price document as requested by the City of Alexandria.

**Table 9: Stream Stabilization Concept Design Estimated Project Costs (Site 7)**

| Item                           | Quantity                     | Units | Unit Cost   | Total               |
|--------------------------------|------------------------------|-------|-------------|---------------------|
| Step Pools (Stone and Labor)   | 410                          | Ton   | \$50.00     | \$20,500.00         |
| Fill                           | 350                          | CY    | \$23.36     | \$8,176.00          |
| Grading                        | 1000                         | SY    | \$0.90      | \$900.00            |
| Clearing / Grubbing            | 1                            | AC    | \$7,006.50  | \$7,006.50          |
| Tree Planting                  | 5                            | EA    | \$525.49    | \$2,627.45          |
| Yard Inlet                     | 2                            | EA    | \$5,736.69  | \$11,473.38         |
| Dispose of Existing Yard Inlet | 10                           | CY    | \$40.88     | \$408.80            |
| Temporary Pump Around          | 2                            | Month | \$11,677.00 | \$23,354.00         |
| Mobilization                   | 1                            | EA    | \$10,000    | \$10,000.00         |
| AC = Acres                     | Initial Project Costs        |       |             | \$84,446.13         |
| CY = Cubic Yard                | Step-Pool Maintenance        |       |             | 25% \$21,111.53     |
| EA = Each                      | Erosion and Sediment Control |       |             | 20% \$16,889.23     |
| SY = Square Yard               | Subtotal 1                   |       |             | \$122,446.89        |
|                                | Contingency                  |       |             | 25% \$30,611.72     |
|                                | Subtotal 2                   |       |             | \$153,058.61        |
|                                | Engineering                  |       |             | \$50,000.00         |
|                                | <b>Total</b>                 |       |             | <b>\$203,058.61</b> |



### SECTION SEVEN: PERMITTING REQUIREMENTS AND FUTURE REGULATIONS

#### 7.1 FEDERAL REGULATIONS

##### 7.1.1 General

The Clean Water Act (CWA) of 1972 and its amendments are the primary federal law that protects “navigable waters” of the U.S. from water pollution. Titles III and IV of CWA discuss EPA’s Water Quality Standards (WQS) program and the National Pollutant Discharge Elimination System (NPDES) program.

CWA gives individual states the authority to implement CWA on all lands including federal property. In Virginia, the Virginia Department of Environmental Quality (DEQ) is responsible for issuing NPDES construction activity permits and NPDES Small Municipal Separate Storm Sewer System (MS4) permits. The terminology in Virginia is slightly different: the NPDES program is called the Virginia Pollutant Discharge Elimination System (VPDES) program and the NPDES permits are called Virginia Stormwater Management Program (VSMP) permits.

When activities require discharge of dredged or fill material into Waters of the U.S., a permit authorized by the U.S. Army Corps of Engineers (USACE) pursuant to section 404 of the Clean Water Act (CWA) (33 U.S.C. 1344) and a Virginia Water Protection permit Section 401 Certification must be obtained prior to conducting work.

##### 7.1.2 Total Maximum Daily Loads (TMDLs) and Waste Load Allocations

Title III of the CWA discusses the federal WQS program. States are responsible for setting WQS by designating uses for each water body (e.g., drinking water use, primary contact/swimming use, fishing use, shell-fishing use, and aquatic life use) and applying water quality criteria to protect the designated uses.

TMDLs, which are the maximum amounts of pollutants that a water body can receive and still meet WQS, are developed for impaired waters listed in the 2012 Virginia 305(b)/303(d) Water Quality Assessment Integrated Report. The TMDL applicable to Fort Ward Park is shown in Table 10.

**Table 10: Impairments of Nearby Waterbodies from the 2012 Virginia 305(b)/303(d) List**

| Associated Waterbody | Pollution Status | Cause for Impairment | Source  |
|----------------------|------------------|----------------------|---|
| Four Mile Run        | Impaired         | E. Coli              | Illicit connections/hook-ups to storm sewers<br>Wastes from pets<br>Waterfowl |

**Source:** Virginia Environmental GIS dataset “2012 Draft Water Quality Assessment GIS Applications” available at: <http://www.deq.virginia.gov/ConnectWithDEQ/VEGIS/2012DraftWQMAssessmentGISApplications.aspx>

A bacteria TMDL for the Four Mile Run watershed was completed and approved in 2002.



The TMDL implementation plan was approved in 2004, which called for “proper pet waste disposal.” The Park is in compliance with the implementation plan since it has a pet waste station at the dog exercise area. This is the only dog exercise area within the non-tidal Four Mile Run watershed.

### **7.1.3 Approvals for Bank Stabilization Projects**

USACE issued Nationwide Permit 13 (NWP 13) for bank stabilization projects on February 21 2012. NWP (13) authorizes bank stabilization up to 500 feet in length and up to 1 cubic yard of material per running foot placed along the bank below the plane of the ordinary high water mark. The recommended bank stabilization project in Section Six is less than 500 feet long. Therefore, no additional permitting is required from USACE.

A Virginia Water Protection Permit is required for bank stabilization projects, and the City needs to submit the Virginia Joint Permit Application to the Virginia Marine Resources Commission, which serves as the clearinghouse for Federal and State wetland and waterway permits.

## **7.2 STATE REGULATIONS**

Legislation passed by the 2012 General Assembly integrated and consolidated components of the Erosion and Sediment Control (ESC) Act, the Stormwater Management Act, and the Chesapeake Bay Preservation Act so that these regulatory programs could be implemented in a consolidated and more consistent and efficient manner. The new regulations were approved by the Board of Conservation and Recreation on September 28, 2012, and became effective on November 21, 2012.

During construction, a land disturbance permit may be required for ESC. These permits are issued by localities as part of their ESC program. A stormwater permit may be required to discharge stormwater from a construction activity. Such a permit may also be required to discharge stormwater through a stormwater conveyance system owned or operated by a government entity. DEQ administers these stormwater permits under the VSMP Permit Regulations, authorized by the Virginia Stormwater Management Act. As mandated by CWA and the Code of Federal Regulations, federal permitting requirements have been incorporated into the VSMP permit regulations.

### **7.2.1 General Permit for Discharge of Stormwater from Small Municipal Separate Storm Sewer System (MS4)**

Under the VSMP permit regulations, the City is required to control stormwater pollution to the maximum extent practicable and to develop a pollution prevention plan – known as a Municipal Separate Storm Sewer System (MS4) Program Plan. The current MS4 permit for the City is valid from July 1, 2013 to June 30 2017.

### 7.2.2 General Permit for Discharge of Stormwater from Construction Activities (VAR10)

The Virginia DEQ administers VSMP's General Permit for Discharges of Stormwater from Construction Activities. The General VSMP Permit authorizes stormwater discharges from the following types of land-disturbing activities at Fort Ward Park:

- Operators of construction activities resulting in land disturbance equal to or greater than one acre;
- Construction activities with land disturbance less than one acre that are part of a larger common plan of development or sale that disturb one or more acres. A larger common plan of development or sale is a contiguous area where separate and distinct construction may be taking place at different times on different schedules.

To be in compliance with the general permit, it is necessary to follow the steps listed below. In most cases, construction projects at the Park will be contracted out; however, the City of Alexandria is ultimately responsible for ensuring that a Stormwater Pollution Prevention Plan (SWPPP) is written and implemented for all regulated construction activities, and that construction activities are properly registered.

- Prepare a Registration Statement
- Prepare a site-specific SWPPP
- Apply for permit coverage
- Conduct construction in accordance with the permit and SWPPP
- Submit a notice of termination after construction is complete

A registration statement (Form DEQ199-146) and fee form (DEQ199-213) must be completed and submitted to the State along with the appropriate fee payment.

The SWPPP must be prepared prior to submitting a registration statement for permit coverage. The SWPPP is to be retained at the construction site along with a copy of the permit and permit coverage letter.

### 7.3 CITY OF ALEXANDRIA PERMIT REQUIREMENTS

Currently, the City plans to amend the Environmental Management Ordinance (EMO) and the Erosion and Sediment Control Ordinance to comply with several new regulatory requirements.

The proposed EMO is available on the City website

(<http://www.alexandriava.gov/tes/oeq/info/default.aspx?id=3844>) and the first hearing is scheduled for March 11, 2014.

No land-disturbing activities may commence until the final site plan is approved by the City and a state construction general permit has been issued.

### 7.3.1 Floodplain

The Park does not have lands designated as Federal Emergency Management Agency (FEMA) floodplains.

### 7.3.2 Chesapeake Bay Preservation

The Park does not have lands designated as a Chesapeake Bay Preservation Area.

### 7.3.3 Maintenance of Traffic (MOT) Permit

The City requires a permit on any work in the public right-of-way (street, grass strip [area between the sidewalk and the street], sidewalk, public alleys). Types of work that require a permit includes: placing a ladder and/or scaffolding on the sidewalk; closing the sidewalk; crossing the curb, gutter, and sidewalk with heavy equipment, a dumpster, or a crane; lane closure; stockpiling materials in the public right-of-way; trailer in the public right-of-way; temporary fence in the public right-of-way; hauling construction debris, materials, or equipment; excavation in the public right-of-way; and special events such as a block party, foot race/walk-a-thon, or parade/procession.

*City code definition of "street" [see code section 1-1-5(13)] - The word "street" shall include avenues, boulevards, highways, roads, alleys, lanes, viaducts, bridges and the approaches thereto and all other public thoroughfares in the city and shall mean the entire width thereof between abutting property lines; it shall be construed to include a sidewalk or footpath, unless the contrary is expressed or unless such construction would be inconsistent with the manifest intent of the council.*

A permit for work in/use of the public right-of-way should be applied for 5 business days prior to the start of the work. A drawing will be required showing the location of the work/use and equipment, together with a maintenance of traffic plan.

### SECTION EIGHT: CONCLUSIONS

Fort Ward Park is susceptible to nuisance flooding and erosion due to overland flow and flooding. URS conducted a field reconnaissance and examined 16 sites at the Park to evaluate the existing conditions and identify potential measures to improve drainage and reduce sedimentation. URS also performed hydrologic and hydraulic analyses to verify the capacity of the existing stormwater systems. Most culverts are designed to convey 25-year storm events, provided routine maintenance is performed.

This report summarizes the drainage improvement recommendations based on the field observations, engineering calculations, and community input. The most frequent recommendations for the 16 sites evaluated by URS were for nonstructural improvements. These include turf seeding, soil aeration, and routine maintenance. Structural improvements were also recommended at some of the sites, including at the locations of the three proposed concept designs. The concept designs include a stormwater filter, stream stabilization, and a diversion berm.

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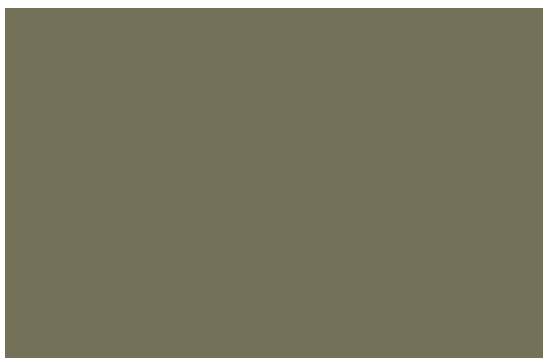
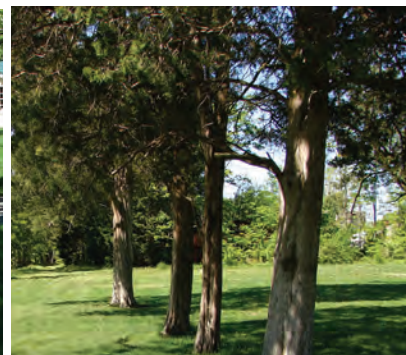
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## Fort Ward Park and Museum Area Management Plan



The City of Alexandria, Virginia

October 2014

**FINAL DRAFT**

## Appendix II ARCHAEOLOGICAL INVESTIGATIONS

OFFICE OF  
HISTORIC ALEXANDRIA  
2014



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## **Status of Fort Ward Archaeology, March 2014**

Prepared for the Fort Ward Advisory Group  
by Alexandria Archaeology, Office of Historic Alexandria

Fort Ward Park consists of 42.75 acres located at 4301 Braddock Road. Owned by the City of Alexandria, the park is managed by the Department of Recreation, Parks, and Cultural Activities. The central 36.5-acre parcel represents the historical section of the park (Figure 2). It contains a Civil War-era fortification and the Fort Ward Museum, which are administered by the Office of Historic Alexandria.

Fort Ward was recognized as a significant historical site with placement of the historical parcel on the National Register of Historic Places in 1982. The nomination for National Register designation highlights the role that Fort Ward played in the Civil War, when it formed one of the strongest links in a chain of 164 forts and batteries protecting Washington, D.C., from the Confederate Army. The northwest bastion of the fort was reconstructed in the 1960s when the City acquired the property to create the park. The historical section of the park is also registered as an archaeological site, 44AX90, with the Virginia Department of Historic Resources.

In October 2009, Alexandria City Council allocated funds to begin an archaeological investigation in the historical section of the park to provide information for park planning and management by locating and identifying the full range of cultural resources on the property, not just those related to the Civil War. The City's archaeological and historical work, which is ongoing, includes a focus on the study and interpretation of an African American community that developed on the property after the Civil War and continued as a neighborhood until the creation of the park in the 1960s. Known as "The Fort", the community included many families' homes, a school house that later became a chapel and then a residence, and several burial grounds. To ensure preservation of burials, locating and identifying the African American cemeteries and individual graves on the property has been a critical part of the City-funded initiative.

Fieldwork for three distinct excavation projects has been completed to date. For scheduling and funding purposes, the projects have been identified as Stage 1, Stage 2A and a first phase of Stage 2B. The Stage 1 excavation, conducted by the Ottery Group, Inc. from fall 2010 into January 2011, focused on identifying unmarked grave locations, testing the efficacy of using ground penetrating radar as a tool to locate graves, and locating other potentially significant resources in limited areas of the Fort Ward property. Stage 2B fieldwork, also by the Ottery Group, was completed during summer 2011; it involved archaeological investigation and monitoring, primarily to ensure that installation of a temporary drainage system in the southeastern section of the park did not have an impact on any graves, but also to look for other resources that were present in areas to be disturbed by the drainage project. Additional funds remain in the Stage 2B budget to allow for archaeological investigation prior to a more permanent solution to drainage issues within the park. The Stage 2A work, conducted in 2012 with a field crew of temporary city employees working under the supervision of Alexandria Archaeology staff, concentrated on identifying unmarked graves and other potentially significant resources in the sections of the park that were not investigated as part of the Stage 1 project. In addition, with funding from a Save America's Treasures grant from the National Park Service,

the 2012 work included testing to ensure that a proposed ADA walkway would not disturb any significant archaeological resources and to attempt to determine boundaries of both the Jackson Cemetery and Old Grave Yard so that these sacred areas of the Fort Ward property could be fenced or delineated without disturbing burials. In addition to the fieldwork, a draft of a history report on the Fort community has been prepared by consultant Dr. Krystyn Moon.

This report presents a brief summary of the work conducted to date to date for each stage and each project. The preliminary results of this work have been presented at various meetings of the Fort Ward Advisory Group and have been shared with Lardner-Klein, the consultants preparing a management plan for Fort Ward for the City of Alexandria. This report brings these results together to clarify the implications for planning and management.

## **Investigations Conducted To Date**

**Stage 1-October 2010 – January 2011,  
Ground Penetrating Radar, Sara Lowry;  
Excavation, Ottery Group, Inc.--Shorts Lot, Schoolhouse/Church lot, Old Grave Yard,  
Jackson Cemetery, former maintenance yard**

### Investigation

- A ground penetrating radar survey (GPR) was conducted by Sara Lowry to locate anomalies that could represent burials in known and possible cemetery areas on the grounds of Fort Ward.
- Ottery Group, Inc. conducted field excavations to field check the anomalies discovered and test the efficacy of using ground penetrating radar (GPR). They also conducted excavations to test for the presence of other cultural resources on the lot that contained the home of Harriett and Burr Shorts, one of the earliest African American families to live in The Fort Community, and within the former maintenance yard, including the school/church location.
- Metal detection was conducted to attempt to identify significant areas of Civil War activity outside of the fortification.

### Results:

- Locations of 23 graves were identified, 4 in the Jackson Cemetery, 16 in the Old Grave Yard (Note: Two of these grave locations represent the head and the foot of a single burial.), and 2 in the Clara Adams burial area.
- GPR produced false positives and false negatives with regard to its ability to identify locations of graves.
- Buried resources on the Shorts house lot, the schoolhouse/church/residence property, and the Casey/Belk lot were discovered.

## **Stage 2B Excavation, Summer 2011, Ottery Group Interim Drainage Project**

### Investigation

- Archaeologists conducted excavations along the lines of all interim drainage trenches to ensure that no burials would be disturbed as a result of placement of the interim drainage system and to look for evidence of other cultural features.
- Metal detection was conducted to attempt to identify significant areas of Civil War activity outside of the fortification.

### Results:

- Evidence of one possible human grave that had been graded away was discovered in an area just south of the entry road.
- A pet burial was discovered to the southwest of the Old Grave Yard.
- Two post holes were discovered and excavated in the former maintenance yard.

## **Stage 2A-Excavation, Spring and Summer 2012, Alexandria Archaeology Investigation of full acreage of park outside of the fortification**

### Investigation

- City archaeologists dug trenches and hand-excavated units to look for evidences of graves on the Fort Ward property in 11 areas identified as having potential for burials to be present: Old Grave Yard, Jackson Cemetery, Adams Burial Area, Clark Burial Area, Clark Lot, School/Church and Ruffner Lots, North of Oakland Area, West of Oakland Area, Craven Lot, and Good Samaritan Lot.
- City archaeologists conducted a shovel test survey on all sections of the property (primarily outside of the fortifications) to identify locations of buried cultural resources in order to provide information about of the African American community and use during other historical periods for planning and interpretive purposes. Approximately 1400 shovel test pits were excavated.
- Hand-excavated units were placed in areas where significant numbers of artifacts related to the African American community were discovered and in areas where there was historical evidence from maps and photographs for structures to be present.
- Several hand-excavated units were placed inside the fortification to explore areas that could have contained significant Civil War features, such as a well and a base for the Fort Ward flagpole.
- A combination of more than 100 hand-excavated units and backhoe trenches were dug during Stage 2A archaeology.
- Metal detection was conducted in selected locations to attempt to discover significant areas of Civil War activity outside of the fortification.

### Results

- Additional grave locations were discovered in four areas, bringing the total number of burials to 43: 20 in the Jackson Cemetery, 17 in the Old Grave Yard, 4 associated with the Adams Burial Area, and 2 in the Clark Burial Area (Figure 1).

- Twenty areas were identified with concentrations of artifacts or evidence of structures or other features relating to the African American community (Figure 2).
- Three scatters of Civil War materials were discovered outside of the fortification, but no evidence of the well or flagpole locations was found (Figure 3).
- A scatter of Native American artifacts was found north of the Oakland Baptist Church Cemetery (Figure 4).

### **Save America's Treasures Grant Excavations, Summer 2012, Alexandria Archaeology Excavations for ADA walkway and possible cemetery demarcations**

#### Investigation

- Archaeologists dug shovel tests and did metal detection inside the fortification to determine the effect of construction of a proposed walkway that would comply with the requirements of the AmericansWith Disabilities Act.
- Trenches were excavated around the identified graves in the Old Grave Yard and Jackson Cemetery areas in an attempt to locate areas where these cemeteries could be demarcated without causing disturbance to burials.

#### Results

- Archaeologists found that significant cultural levels would not be disturbed by construction of the walkway, which is extremely shallow.
- Perimeters containing no evidence of burials were identified that enclose much of the Old Grave Yard and Jackson Cemetery areas. More work is needed in these areas.

### **Summer Camp, Summer 2012 and 2013, Alexandria Archaeology**

#### Investigation

- In 2012 and 2013, City archaeologists held a summer camp at Fort Ward. Campers excavated in the household areas of the Ashbys and the Javins, two of the earliest families of the African American community on the property.

#### Results

- Numerous artifacts from these two households have been discovered and will be analyzed. The foundations of the Ashby house were also found and mapped.

### **Fort Ward History Report**

- Dr. Krystyn Moon has completed a draft report, *Finding the Fort: A History of an African American Neighborhood in Northern Virginia, 1860s – 1960s*
- Dr. Moon and City staff met with the descendants of Fort Ward and Seminary. They suggested revisions to the report, and she is currently working to address their comments and corrections.

## Archaeological Work Funded for FY2014-2015

Funding for archaeological work associated with the implementation of the more permanent drainage project near Oakland Baptist Cemetery is available. Plans call for testing south of the Oakland Cemetery boundary in the summer and fall of this year.

## Conclusions and Recommendations

The attached chart and maps provide the locations of significant archaeological resources identified on Fort Ward as a result of the archaeological investigations conducted to date (Table 1, Figures 1-4). The chart lists 53 areas that contain buried evidence of past activities on the property. In addition to the Civil War fortifications and barracks, these include 4 verified cemetery areas, 7 possible cemetery areas, 20 areas with the potential to provide insight into life of African Americans at The Fort, 3 scatters of other Civil War materials outside of the fortification, and a scatter of materials related to Native American use of the property. The locations of resources relating to these different periods are shown on Figures 1 through 3. Options and recommendations for additional archaeological work in each of these areas are indicated on the chart along with recommendations and implications for planning and management purposes. It should be noted that additional archaeological work is recommended in some of the verified and possible cemetery areas as well as in areas where ground disturbance associated with interpretation or other changes is proposed in the Lardner/Klein management plan.

The archaeological investigations have identified protection areas at Fort Ward that provide guidance for planning and management within the park. As shown on Figure 5 (the map that was included in the Lardner/Klein draft management plan), four levels of resource protection have been proposed:

### Levels of Resource Protection

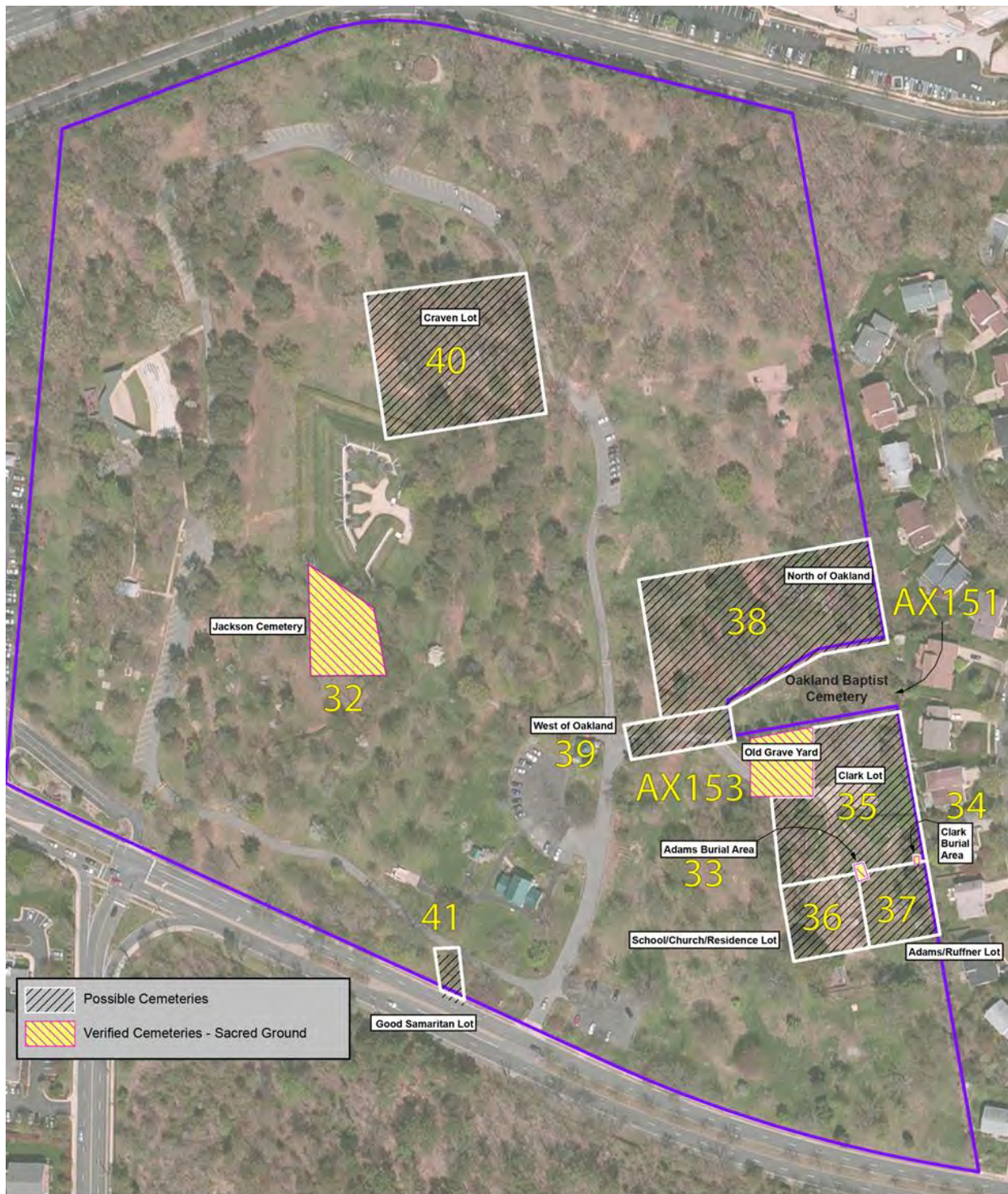
- **Maximum Protection Areas**—verified grave areas, possible cemeteries, and Civil War earthworks. No development should be planned. No ground disturbance without archaeological review and excavation and/or monitoring. Excavation should occur in all verified or possible cemetery areas prior to any ground disturbance; if evidence of graves is discovered, plans shall be changed to ensure protection of the burials *in situ*.
- **High Protection Areas**--areas where foundations, other features, and artifact scatters relating to the African American community, life of Civil War soldiers, and evidence of Native American use have been discovered. No development should be planned. No ground disturbance (other than aeration) shall proceed without archaeological review. If deemed necessary, archaeological excavation and/or monitoring will be conducted.
- **Medium Protection Areas**--areas where archaeological testing did not indicate the presence of significant archaeological resources. Minimal ground disturbing activities (such as, stump grinding, tree planting, etc.) may occur in these areas without archaeological excavation or monitoring. If development or major changes are proposed (such as, grading, construction of an interpretive or picnic area, etc.), archaeological

review is required. If deemed necessary, archaeological excavation and/or monitoring will be conducted.

- Low Protection Areas--areas with previous disturbances where archaeological testing did not indicate the presence of significant archaeological resources. Ground disturbing activities may occur in these areas without archaeological review.

In addition, in all protection areas, the following condition shall apply when an archaeologist is not on site: Call Alexandria Archaeology (703-746-4399) if structural remains (eg. foundations, wells, privies, etc.) or concentrations of artifacts are discovered during ground disturbing activities. Work must stop in the area of the discovery until a City archaeologist comes to the site to evaluate the resource and determine appropriate preservation measures.





0 62.5 125 250 375 500 Feet

## Fort Ward Cultural Resources Identified and Potential Cemeteries



Alexandria Archaeology  
Office of Historic Alexandria

Figure 1



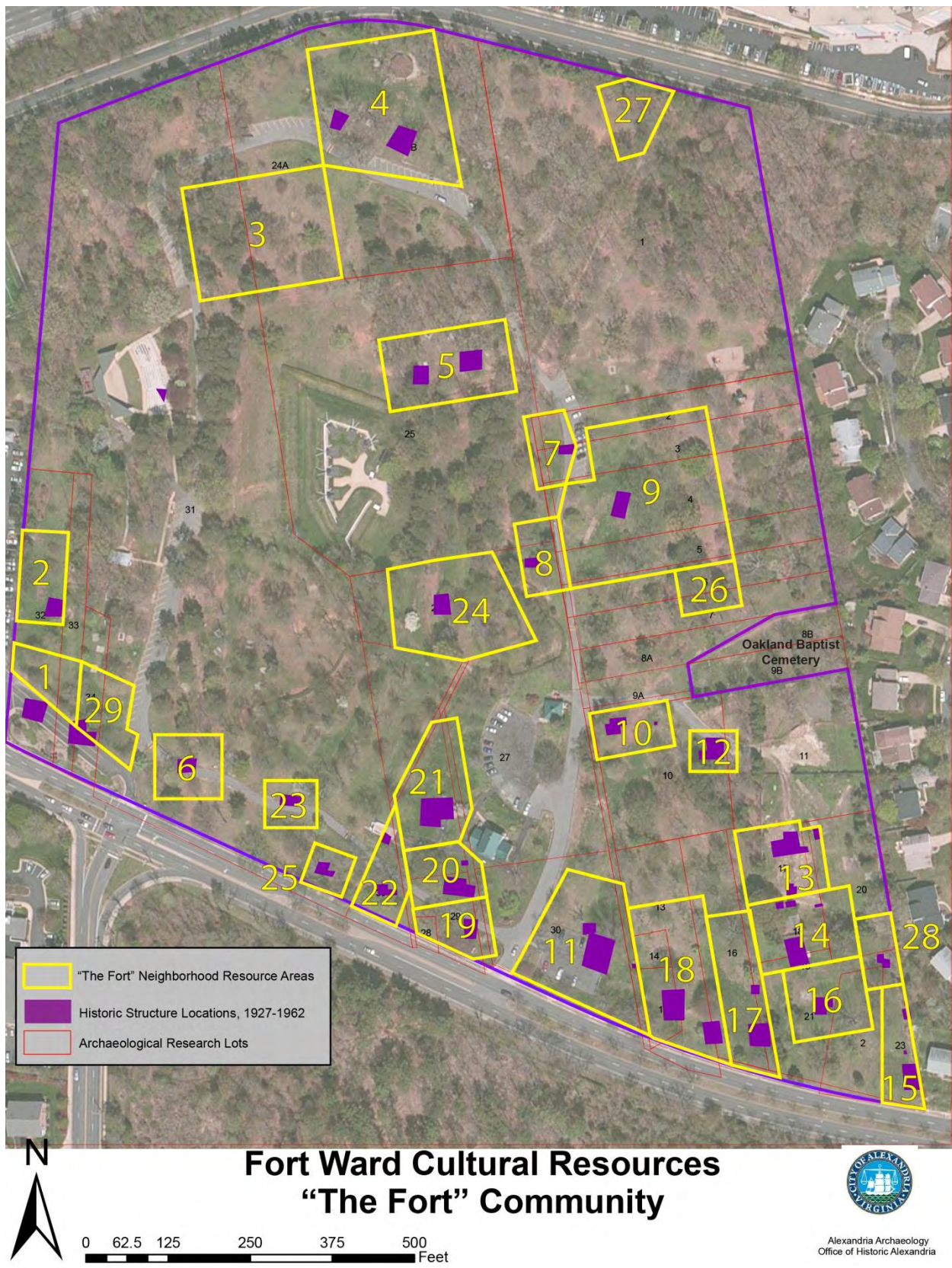


Figure 2



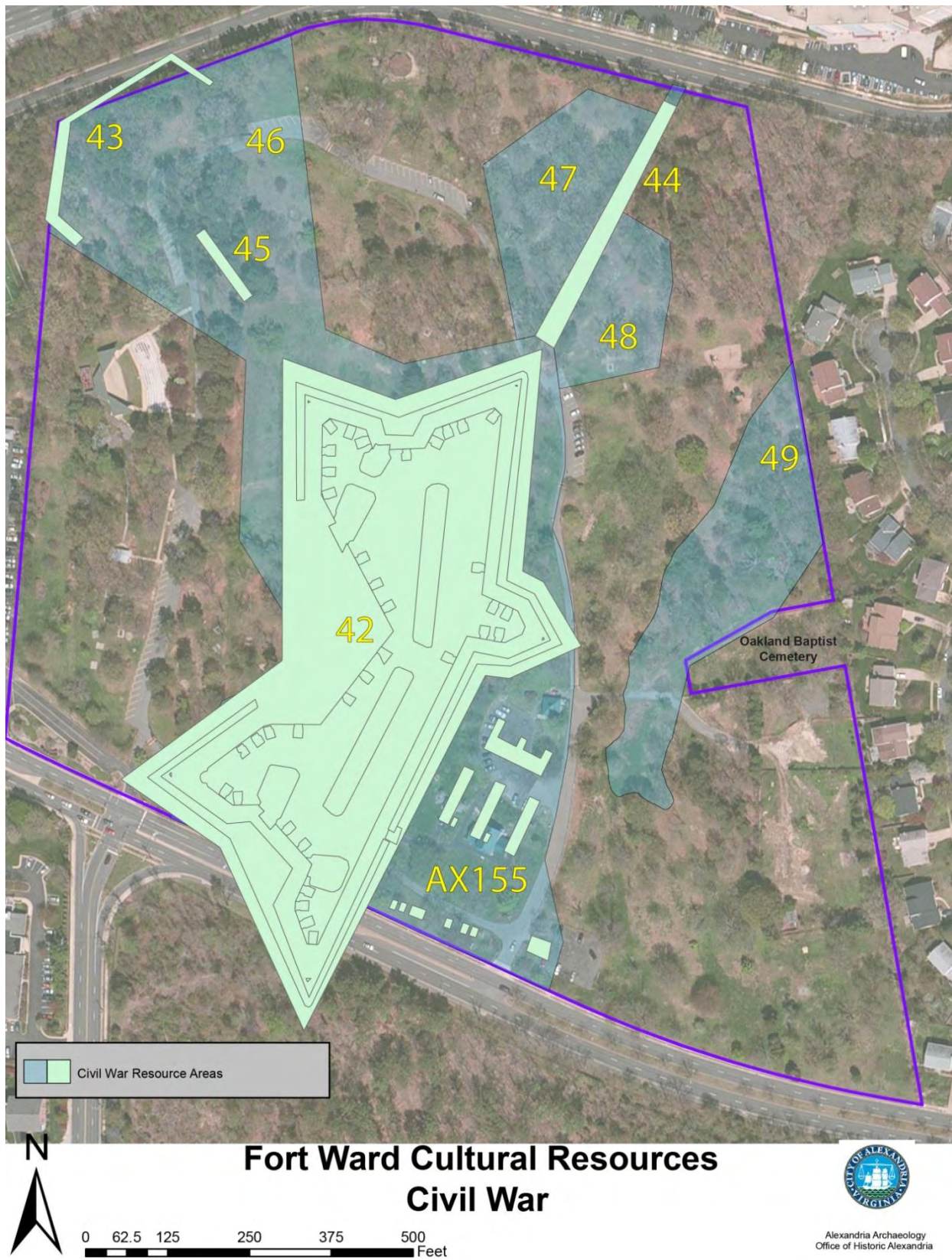


Figure 3





Figure 4



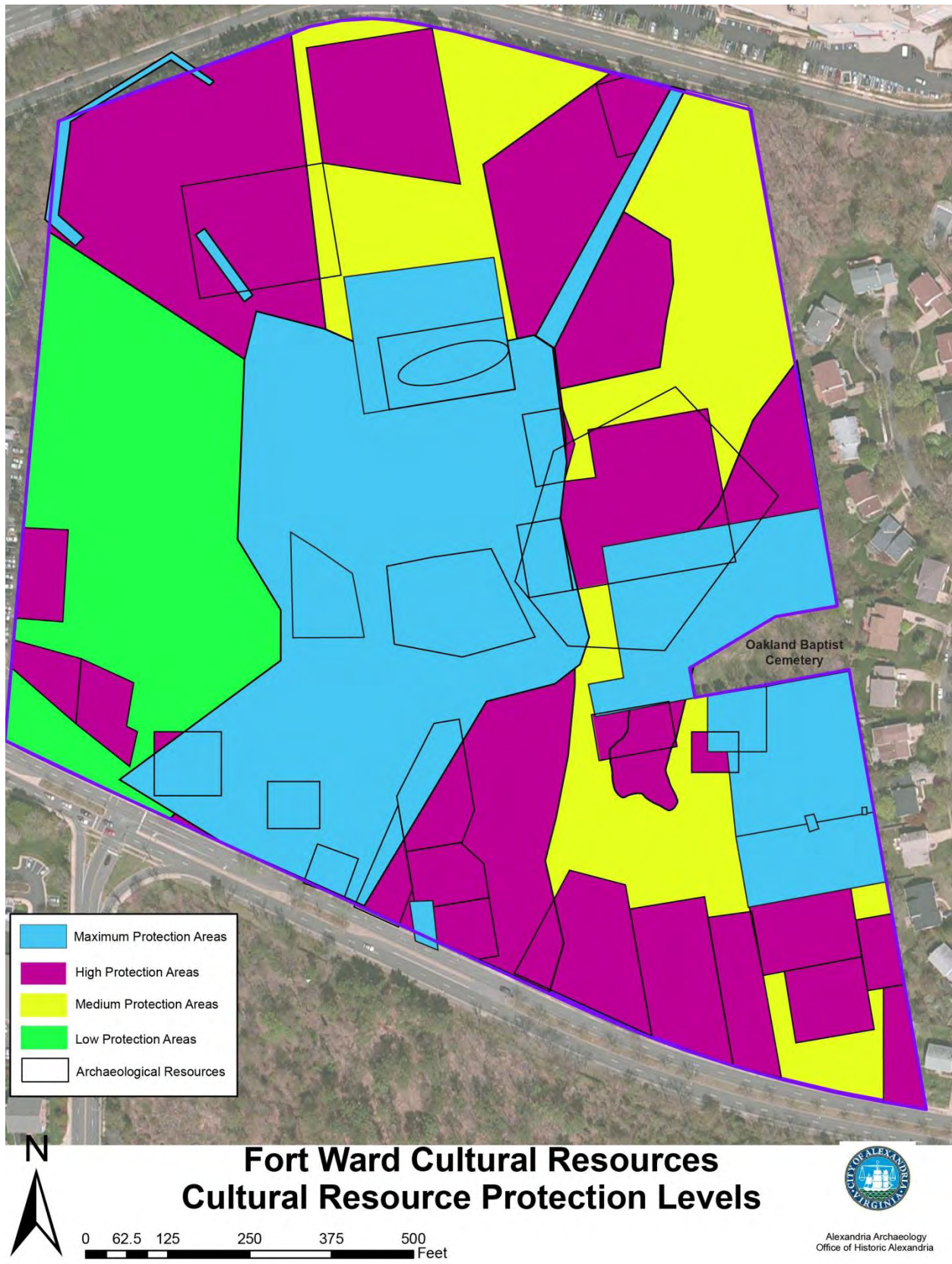


Figure 5—See report text for description of levels of protection.

**DRAFT SUMMARY--ARCHAEOLOGICAL INVESTIGATIONS FORT WARD PARK, APRIL 2014**

| Archaeological Resources Number (ARN)          | Name                                | Documented Time Period(s)  | Documented Date Range                          | Resource Type                             | Re-search Lot | Components                             | Artifact Collec-tion | Archaeo-logical Features | Integrity  | NRHP Significance                             | Archaeological Recommendations   | Resource Protection Level <sup>1</sup>                                 | Planning and Management Strategies  |
|--|-------------------------------------|--|--|---|---------------|--|----------------------|--------------------------|--|---|--|--|---|
| <b>"THE FORT"-<br/>COMMUNITY<br/>RESOURCES</b> |                                     |  |  |   |               |  |                      |                          |  |   |  |  |   |
| 44AX90- #1                                     | Peters Lot-South                    | Reconstruction and Growth (1866-1916); World War I to World War II (1917-1945); The New Dominion (1946 to the present) | 1913-1960                                      | African American residence                | 32,33         | artifact scatter                       | Yes                  | No                       | Yes (Note: foundation of house probably graded away-just south of resource area) | Recommend updating form--contributing to NRHP | No additional archaeological work recommended--unless needed for planning or maintenance purposes  | High   | No development should be planned for this area. Avoid ground disturbance to protect resource. If ground disturbance is necessary for planning or maintenance, coordinate with City archaeologists to determine preservation measures . Archaeological excavation and/or monitoring may be required.                             |
| 44AX90- #2                                     | Peters Lot-North                    | Reconstruction and Growth (1866-1916); World War I to World War II (1917-1945); The New Dominion (1946 to the present) | 1913-1960, structure present 1940s-1960        | African American residence or outbuilding | 32            | artifact scatter                       | Yes                  | No                       | Yes  | Recommend updating form--contributing to NRHP | Option for additional archaeological excavations to aid in possible interpretation and to better understand time period of occupation; excavation as needed for planning or maintenance purposes | High   | No development, other than interpretation, should be planned for this area. Avoid ground disturbance to protect resource. If ground disturbance is necessary for planning or maintenance, coordinate with City archaeologists to determine preservation measures . Archaeological excavation and/or monitoring may be required. |
| 44AX90- #3                                     | Jackson-Craven Lots, Refuse Deposit | Reconstruction and Growth (1866-1916); World War I to World War II (1917-1945); The New Dominion (1946 to the present) | c. 1900-1950s (dated from artifact assemblage) | Trash disposal area                       | 31            | dense artifact scatter- refuse (burnt) | Yes                  | No                       | Yes  | Local significance                            | No additional archaeological work recommended--unless needed for planning or maintenance purposes  | Medium, but within High Protection Area (Civil War Artifact Scatter 1) | See Civil War Resources--Civil War Artifact Scatter 1 for planning and management in this area.   |
| 44AX90- #4                                     | Javins Lot                          | Reconstruction and Growth (1866-1916); World War I to World War II (1917-1945); The New Dominion (1946 to the present) | 1894-1934                                      | African American residence                | 24b           | artifact scatter, possible well        | Yes                  | Yes                      | Yes  | Recommend updating form--contributing to NRHP | Option for additional archaeological excavations for interpretive purposes; as needed for planning or maintenance purposes   | High   | No development, other than interpretation, should be planned for this area. Avoid ground disturbance. If ground disturbance is necessary for planning or maintenance, coordinate with City archaeologists to determine preservation measures . Archaeological excavation and/or monitoring may be required.                     |

| Archaeological Resources Number (ARN) | Name                          | Documented Time Period(s)  | Documented Date Range                                   | Resource Type                                       | Re-search Lot | Components                                       | Artifact Collec-tion | Archaeo-logical Features | Integrity   | NRHP Significance                             | Archaeological Recommendations  | Resource Protection Level <sup>1</sup>               | Planning and Management Strategies  |
|---------------------------------------|-------------------------------|--|---|---|---------------|--|----------------------|--------------------------|---|---|---|--|---|
| 44AX90- #5                            | J. Walter Craven Lot          | World War I to World War II (1917-1945)  | Craven ownership--1922-1926, rental property into 1930s | African American residence and possible outbuilding | 25            | light artifact scatter, foundation pier          | Yes                  | Yes                      | Yes   | Recommend updating form--contributing to NRHP | No additional archaeological work recommended--unless needed for planning or maintenance purposes   | High, but within Maximum Protection Area (Fort Ward) | See Civil War Resources--Fort Ward for planning and management in this area.  |
| 44AX90- #6                            | Jackson Lot-West              | World War I to World War II (1917-1945)  | c. 1930s  | Structure, probable African American residence      | 31            | artifact scatter                                 | Yes                  | No                       | Unevaluated - structure location probably disturbed by previous road construction | Recommend updating form--contributing to NRHP | No additional archaeological work recommended--unless needed for planning or maintenance purposes   | within Maximum Protection Area (Fort Ward)           | See Civil War Resources--Fort Ward for planning and management in this area.  |
| 44AX90- #7                            | Original Shorts Lot-Northwest | World War I to World War II (1917-1945)  | c. 1920-1937  | Structure   | 2, 3          | unevaluated                                      | No                   | No                       | Unevaluated   | unevaluated                                   | No additional archaeological work recommended--unless needed for planning or maintenance purposes   | within Maximum Protection Area (Fort Ward)           | See Civil War Resources--Fort Ward for planning and management in this area.  |
| 44AX90- #8                            | Miller Lot-North              | World War I to World War II (1917-1945)  | c. 1930s  | Structure-  | 27            | unevaluated                                      | No                   | No                       | Unevaluated   | unevaluated                                   | No additional archaeological work recommended--unless needed for planning or maintenance purposes   | within Maximum Protection Area (Fort Ward)           | See Civil War Resources--Fort Ward for planning and management in this area.  |
| 44AX90- #9                            | Original Shorts Lot           | Reconstruction and Growth (1866-1916); World War I to World War II (1917-1945); The New Dominion (1946 to the present) | c. 1884-1950  | African American residence                          | 2,3,4,5,6     | foundations--house and chimney, artifact scatter | Yes                  | Yes                      | Yes   | Recommend updating form--contributing to NRHP | Option for additional archaeological excavations for interpretive purposes; excavation as needed for other planning or maintenance purposes | High   | No development, other than interpretation, should be planned for this area. Avoid ground disturbance to protect resource. If ground disturbance is necessary for planning or maintenance, coordinate with City archaeologists to determine preservation measures . Archaeological excavation and/or monitoring may be required. |
| 44AX90- #10                           | Smith/Collins Lot-West        | World War I to World War II (1917-1945); The New Dominion (1946 to the present   | c. 1930-1950s   | African American residence                          | 10            | artifact scatter                                 | Yes                  | No                       | Yes   | Recommend updating form--contributing to NRHP | No additional archaeological work recommended--unless needed for planning or maintenance purposes   | High   | No development should be planned for this area. Avoid ground disturbance to protect resource. If ground disturbance is necessary for planning or maintenance, coordinate with City archaeologists to determine preservation measures . Archaeological excavation and/or monitoring may be required.                             |

| Archaeological Resources Number (ARN) | Name   | Documented Time Period(s)  | Documented Date Range | Resource Type   | Re-search Lot | Components                          | Artifact Collection | Archaeological Features | Integrity | NRHP Significance                             | Archaeological Recommendations  | Resource Protection Level <sup>1</sup> | Planning and Management Strategies  |
|---------------------------------------|--|--|-----------------------|---|---------------|-------------------------------------|---------------------|-------------------------|-----------|---|---|--|---|
| 44AX90- #11                           | Ashby Lot  | Reconstruction and Growth (1866-1916); World War I to World War II (1917-1945); The New Dominion (1946 to the present) | c. 1898-1961          | African American residence                                    | 30            | artifact scatter, house foundations | Yes                 | Yes                     | Yes       | Recommend updating form--contributing to NRHP | Development of possible interpretive elements planned for this area. Archaeological excavations may be needed for development of interpretive elements. Additional archaeological investigations--as needed for other planning or maintenance purposes.   | High                                   | Interpretive development possible in this area. Conduct archaeological investigation for interpretive purposes. Avoid other ground disturbance. If other ground disturbance is necessary for planning or maintenance, coordinate with City archaeologists to determine preservation measures . Additional archaeological excavation and/or monitoring may be required.  |
| 44AX90- #12                           | Smith/Collins Lot-East   | World War I to World War II (1917-1945); The New Dominion (1946 to the present   | c. 1930-1950s         | structure, possible outbuilding or African American residence | 10            | artifact scatter, pet burial        | Yes                 | Yes                     | Yes       | Recommend updating form--contributing to NRHP | No additional archaeological work recommended--unless needed for planning or maintenance purposes   | High                                   | No development should be planned for this area. Avoid ground disturbance. If ground disturbance is necessary for planning or maintenance, coordinate with City archaeologists to determine preservation measures . Archaeological excavation and/or monitoring may be required.   |
| 44AX90- #13<br>See 44AX90-#36         | Fairfax County--Falls Church District School/St. Cyprians Episcopal Church/Young Lot | Reconstruction and Growth (1866-1916); World War I to World War II (1917-1945); The New Dominion (1946 to the present) | c. 1898-1960          | African American school, church, residence                    | 12,17         | artifact scatter, foundations       | Yes                 | Yes                     | Yes       | Recommend updating form--contributing to NRHP | Interpretive development possibly planned for this area. Archaeological excavation recommended prior to any development for interpretive purposes and to ensure that there is no impact on possible graves (Resource No.36). Additional archaeological excavation and/or monitoring as needed for planning and management purposes. | Maximum                                | Interpretive development possibly planned for this area. Conduct archaeological investigation prior to construction of proposed interpretive elements. If graves are discovered in locations where disturbance is proposed, development plans shall be changed to insure protection of burials in place. If other ground disturbance is necessary for other planning and management purposes, coordinate with City archaeologists to determine preservation measures. Additional archaeological excavation and/or monitoring may be required. |

| Archaeological Resources Number (ARN) | Name                      | Documented Time Period(s)  | Documented Date Range | Resource Type              | Re-search Lot | Components                   | Artifact Collec-tion | Archaeo-logical Features | Integrity | NRHP Significance                             | Archaeological Recommendations   | Resource Protection Level <sup>1</sup> | Planning and Management Strategies  |
|---------------------------------------|---------------------------|--|-----------------------|----------------------------|---------------|------------------------------|----------------------|--------------------------|-----------|---|--|--|---|
| 44AX90- #14                           | Casey/Belk Lot            | World War I to World War II (1917-1945); The New Dominion (1946 to the present   | c. 1931-1965          | African American residence | 18, 19        | artifact scatter, privy      | Yes                  | Yes                      | Yes       | Recommend updating form--contributing to NRHP | Interpretive development possibly planned for this area. Archaeological excavation recommended prior to any development for interpretive purposes and to ensure that there is no impact on possible graves. Additional archaeological excavation and/or monitoring as needed for planning and management purposes. | High                                   | Interpretive development possibly planned for this area. Conduct archaeological investigation prior to construction of proposed interpretive elements. If other ground disturbance is necessary for other planning and management purposes, coordinate with City archaeologists to determine preservation measures. Additional archaeological excavation and/or monitoring may be required. |
| 44AX90- #15                           | Hogan Lot-South           | World War I to World War II (1917-1945); The New Dominion (1946 to the present   | c. 1931-1962          | African American residence | 23            | artifact scatter, founations | Yes                  | Yes                      | Yes       | Recommend updating form--contributing to NRHP | No additional archaeological work recommended--unless needed for planning or maintenance purposes  | High                                   | No development should be planned for this area. Avoid ground disturbance. If ground disturbance is necessary for planning or maintenance, coordinate with City archaeologists to determine preservation measures . Archaeological excavation and/or monitoring may be required.   |
| 44AX90- #16                           | Adams/Willis McKnight Lot | Reconstruction and Growth (1866-1916); World War I to World War II (1917-1945); The New Dominion (1946 to the present) | c. 1890-1964          | African American residence | 21            | artifact scatter,            | Yes                  | No                       | Yes       | Recommend updating form--contributing to NRHP | Interpretive development possibly planned for this area. Archaeological excavation recommended prior to any development for interpretive purposes. Additional archaeological excavation and/or monitoring as needed for planning and management purposes.  | High                                   | Interpretive development possibly planned for this area. Conduct archaeological investigation prior to construction of proposed interpretive elements. If other ground disturbance is necessary for other planning and management purposes, coordinate with City archaeologists to determine preservation measures. Additional archaeological excavation and/or monitoring may be required. |



| Archaeological Resources Number (ARN) | Name                | Documented Time Period(s)  | Documented Date Range | Resource Type                                     | Re-search Lot | Components                                      | Artifact Collection | Archaeological Features | Integrity | NRHP Significance                             | Archaeological Recommendations  | Resource Protection Level <sup>1</sup> | Planning and Management Strategies  |
|---------------------------------------|---------------------|--|-----------------------|---|---------------|---|---------------------|-------------------------|-----------|---|---|--|---|
| 44AX90- #17                           | Ball Lot            | Reconstruction and Growth (1866-1916); World War I to World War II (1917-1945); The New Dominion (1946 to the present) | c. 1912-1962          | African American residence                        | 16            | artifact scatter, possible structure foundation | Yes                 | Possibly                | Yes       | Recommend updating form--contributing to NRHP | Interpretive development possibly planned for this area. Archaeological excavation recommended prior to any development for interpretive purposes. Additional archaeological excavation and/or monitoring as needed for planning and management purposes. | High                                   | Interpretive development possibly planned for this area. Conduct archaeological investigation prior to construction of proposed interpretive elements. If other ground disturbance is necessary for other planning and management purposes, coordinate with City archaeologists to determine preservation measures. Additional archaeological excavation and/or monitoring may be required. |
| 44AX90- #18                           | Clark/Hyman Lot     | World War I to World War II (1917-1945); The New Dominion (1946 to the present)  | c. 1920s-1962         | African American residences                       | 13, 14, 15    | artifact scatter, foundations                   | Yes                 | Yes                     | Yes       | Recommend updating form--contributing to NRHP | No additional archaeological work recommended--unless needed for planning or maintenance purposes   | High                                   | No development should be planned for this area. Avoid ground disturbance. If ground disturbance is necessary for planning or maintenance, coordinate with City archaeologists to determine preservation measures . Archaeological excavation and/or monitoring may be required.   |
| 44AX90- #19 & #20                     | Robert McKnight Lot | Reconstruction and Growth (1866-1916); World War I to World War II (1917-1945); The New Dominion (1946 to the present) |                       | African American residences/ possible outbuilding | 29            | artifact scatter, well                          | Yes                 | Yes                     | Yes       | Recommend updating form--contributing to NRHP | Option for additional archaeological excavations for interpretive purposes; as needed for other planning or maintenance purposes  | High                                   | No development, other than interpretation, should be planned for this area. Avoid ground disturbance. If ground disturbance is necessary for planning or maintenance, coordinate with City archaeologists to determine preservation measures . Archaeological excavation and/or monitoring may be required.   |
| 44AX90- #21                           | Miller Lot          | Reconstruction and Growth (1866-1916); World War I to World War II (1917-1945); The New Dominion (1946 to the present) | c. 1886-1969          | African American residence                        | 27            | artifact scatter                                | Yes                 | No                      | Yes       | Recommend updating form--contributing to NRHP | Option for additional archaeological excavationsfor interpretive purposes; as needed for other planning or maintenance purposes   | High                                   | No development, other than interpretation, should be planned for this area. Avoid ground disturbance. If ground disturbance is necessary for planning or maintenance, coordinate with City archaeologists to determine preservation measures . Archaeological excavation and/or monitoring may be required.   |

| Archaeological Resources Number (ARN) | Name                 | Documented Time Period(s)  | Documented Date Range | Resource Type                                  | Re-search Lot | Components              | Artifact Collec-tion | Archaeo-logical Features | Integrity | NRHP Significance                             | Archaeological Recommendations  | Resource Protection Level <sup>1</sup>               | Planning and Management Strategies  |
|---------------------------------------|----------------------|--|-----------------------|--|---------------|-------------------------|----------------------|--------------------------|-----------|---|---|--|---|
| 44AX90- #22                           | Robert Jackson Lot   | Reconstruction and Growth (1866-1916); World War I to World War II (1917-1945); The New Dominion (1946 to the present) | c. 1894-1969          | African American residence                     | 35            | artifact scatter        | Yes                  | No                       | Yes       | Recommend updating form--contributing to NRHP | Option for additional archaeological excavationsfor interpretive purposes; as needed for other planning or maintenance purposes | High   | No development, other than interpretation, should be planned for this area. Avoid ground disturbance. If ground disturbance is necessary for planning or maintenance, coordinate with City archaeologists to determine preservation measures . Archaeological excavation and/or monitoring may be required. |
| 44AX90- #23                           | Jackson Lot-Center   | Reconstruction and Growth (1866-1916); World War I to World War II (1917-1945); The New Dominion (1946 to the present) | c. 1920s-1950         | structure, probable African American residence | 31            | artifact scatter        | Yes                  | No                       | Yes       | Recommend updating form--contributing to NRHP | No additional archaeological work recommended--unless needed for planning or maintenance purposes                               | High, but within Maximum Protection Area (Fort Ward) | No development should be planned for this area. Avoid ground disturbance. If ground disturbance is necessary for planning or maintenance, coordinate with City archaeologists to determine preservation measures . Archaeological excavation and/or monitoring may be required.                             |
| 44AX90- #24                           | Cassius McKnight lot | Reconstruction and Growth (1866-1916); World War I to World War II (1917-1945); The New Dominion (1946 to the present) | c. 1890-1963          | African American residence                     | 26            | artifact scatter, privy | Yes                  | No                       | Yes       | Recommend updating form--contributing to NRHP | No additional archaeological work recommended--unless needed for planning or maintenance purposes                               | High, but within Maximum Protection Area (Fort Ward) | No development should be planned for this area. Avoid ground disturbance. If ground disturbance is necessary for planning or maintenance, coordinate with City archaeologists to determine preservation measures . Archaeological excavation and/or monitoring may be required.                             |
| 44AX90- #25                           | Jackson Lot-East     | Reconstruction and Growth (1866-1916); World War I to World War II (1917-1945); The New Dominion (1946 to the present) | c. 1920s-1950s        | African American residence                     | 31            | artifact scatter        | Yes                  | No                       | Yes       | Recommend updating form--contributing to NRHP | No additional archaeological work recommended--unless needed for planning or maintenance purposes                               | High, but within Maximum Protection Area (Fort Ward) | No development should be planned for this area. Avoid ground disturbance. If ground disturbance is necessary for planning or maintenance, coordinate with City archaeologists to determine preservation measures . Archaeological excavation and/or monitoring may be required.                             |

| Archaeological Resources Number (ARN) | Name                      | Documented Time Period(s)  | Documented Date Range | Resource Type                                      | Re-search Lot | Components               | Artifact Collec-tion | Archaeo-logical Features | Integrity  | NRHP Significance                             | Archaeological Recommendations   | Resource Protection Level <sup>1</sup>                                 | Planning and Management Strategies  |
|---------------------------------------|---------------------------|--|-----------------------|--|---------------|--------------------------|----------------------|--------------------------|--|---|--|--|---|
| 44AX90- #26                           | Original Shorts Lot-South | Reconstruction and Growth (1866-1916); World War I to World War II (1917-1945); The New Dominion (1946 to the present) | 20th c.               | Midden?  | 7, 8a         | artifact scatter         | Yes                  | No                       | Yes  | Recommend updating form--contributing to NRHP | Option for additional archaeological excavations to better understand time period and nature of occupation; as needed for planning or maintenance purposes | High, but within Maximum Protection Area (North of Oakland)            | No development should be planned for this area. Avoid ground disturbance. If ground disturbance is necessary for planning or maintenance, coordinate with City archaeologists to determine preservation measures . Archaeological excavation and/or monitoring may be required. |
| 44AX90- #27                           | Trash Deposit             | World War I to World War II (1917-1945); The New Dominion (1946 to the present   | 20th c.               | Trash pit  | 1             | trash disposal area/dump | Yes                  | Yes                      | Yes  | Local significance                            | No additional archaeological work recommended--unless needed for planning or maintenance purposes  | Medium, but within High Protection Area (Civil War Artifact Scatter 2) | No development should be planned for this area. Avoid ground disturbance. If ground disturbance is necessary for planning or maintenance, coordinate with City archaeologists to determine preservation measures . Archaeological excavation and/or monitoring may be required. |
| 44AX90- #28                           | Hogan Lot North           | World War I to World War II (1917-1945); The New Dominion (1946 to the present   | 1931-1962             | possible outbuilding or African American residence | 20, 21        | unknown                  | No                   | No                       | Unevaluated  | unevaluated                                   | No additional archaeological work recommended--unless needed for planning or maintenance purposes  | High   | No development should be planned for this area. Avoid ground disturbance. If ground disturbance is necessary for planning or maintenance, coordinate with City archaeologists to determine preservation measures . Archaeological excavation and/or monitoring may be required. |
| 44AX90- #29                           | Lewis-Peters Lot          | World War I to World War II (1917-1945); The New Dominion (1946 to the present   | 1922-1960             | African American residence                         |               | artifact scatter         | Yes                  | No                       | Yes (Note: however, foundation of house graded away-just south of resource area) | Recommend updating form--contributing to NRHP | No additional archaeological work recommended--unless needed for planning or maintenance purposes  | High   | No development should be planned for this area. Avoid ground disturbance. If ground disturbance is necessary for planning or maintenance, coordinate with City archaeologists to determine preservation measures . Archaeological excavation and/or monitoring may be required. |

| Archaeological Resources Number (ARN) | Name                         | Documented Time Period(s)  | Documented Date Range | Resource Type | Re-search Lot | Components  | Artifact Collec-tion | Archaeo-logical Features | Integrity | NRHP Significance                             | Archaeological Recommendations   | Resource Protection Level <sup>1</sup> | Planning and Management Strategies   |
|---------------------------------------|------------------------------|--|-----------------------|---------------|---------------|---|----------------------|--------------------------|-----------|---|--|--|--|
| 44AX90- #30                           | Schoolhouse Road             | Reconstruction and Growth (1866-1916); World War I to World War II (1917-1945); The New Dominion (1946 to the present) | 1898-present          | road bed      |               | possible brick edge (but may be structure in Ball lot), line of cedar trees | Yes                  | possible                 | Yes       | Recommend updating form--contributing to NRHP | Limited additional excavation to determine if brick edge is associated with road or structure. Other investigations as needed for planning and maintenance purposes. | High                                   | No development should be planned for this area. Avoid ground disturbance. If ground disturbance is necessary for planning or maintenance, coordinate with City archaeologists to determine preservation measures . Archaeological excavation and/or monitoring may be required.              |
| 44AX90- #31                           | "The Fort" neighborhood road | Reconstruction and Growth (1866-1916); World War I to World War II (1917-1945); The New Dominion (1946 to the present) | 19th century-present  | road bed      |               | road bed in landscape   | No                   | landscape feature        | Yes       | Recommend updating form--contributing to NRHP | No additional archaeological work recommended--unless needed for planning or maintenance purposes  | High                                   | No development should be planned for this area. Avoid ground disturbance. If ground disturbance is necessary for planning, development or maintenance, coordinate with City archaeologists to determine preservation measures . Archaeological excavation and/or monitoring may be required. |

| Archaeological Resources Number (ARN) | Name             | Documented Time Period(s)  | Documented Date Range | Resource Type             | Re-search Lot | Components | Artifact Collec-tion | Archaeo-logical Features | Integrity | NRHP Significance                             | Archaeological Recommendations  | Resource Protection Level <sup>1</sup> | Planning and Management Strategies   |
|---------------------------------------|------------------|--|-----------------------|---------------------------|---------------|------------|----------------------|--------------------------|-----------|---|---|--|--|
|                                       |                  |  |                       |                           |               |            |                      |                          |           |   |   |  |  |
| Verified Grave Areas                  |                  |  |                       |                           |               |            |                      |                          |           |   |   |  |  |
| 44AAX90- #32                          | Jackson Cemetery | Reconstruction and Growth (1866-1916); World War I to World War II (1917-1945); The New Dominion (1946 to the present) | Ca 1894 - Ca. 1924    | African American cemetery | 31            | 20 burials | No                   | Yes                      | Yes       | Recommend updating form--contributing to NRHP | Additional archaeological investigations on perimeter to allow for demarcation of cemetery without disturbance to graves. Additional excavations to identify locations of more graves also possible.. | Maximum                                | No development should be planned for this area. Protect all graves. Maintain as cemetery-sacred area with grass and trees. Delineate limits of burials. Mark graves. Avoid ground disturbance; if minimal disturbance is needed for future grave protection and interpretation (i.e. to mark graves) or maintenance (i.e. to deal with tree fall), coordinate with City archaeologists to determine preservation measures to ensure protection of burials. Excavations will be conducted as needed, and changes to plans will be instituted if graves are threatened. Establish permanent placement for interpretive marker. |

| Archaeological Resources Number (ARN) | Name              | Documented Time Period(s)  | Documented Date Range | Resource Type             | Re-search Lot | Components | Artifact Collection | Archaeological Features | Integrity | NRHP Significance                             | Archaeological Recommendations   | Resource Protection Level <sup>1</sup> | Planning and Management Strategies   |
|---------------------------------------|-------------------|--|-----------------------|---------------------------|---------------|------------|---------------------|-------------------------|-----------|---|--|--|--|
| 44AX153                               | Old Grave Yard    | Reconstruction and Growth (1866-1916); World War I to World War II (1917-1945); The New Dominion (1946 to the present) | Ca. 1897 -Ca. - 1918  | African American cemetery | 11            | 17 burials | No                  | Yes                     | Yes       | Recommend updating form--contributing to NRHP | Additional archaeological investigations on perimeter to allow for demarcation of cemetery without disturbance to graves. .            | Maximum                                | No development should be planned for this area. Protect all graves. Maintain as cemetery-sacred area with grass and trees. Delineate limits of burials. Mark graves. Conserve extant gravestones. Avoid ground disturbance; if minimal disturbance is needed for future grave protection and interpretation (i.e. to mark graves) or maintenance (i.e. to deal with tree fall), coordinate with City archaeologists to determine preservation measures to ensure protection of burials. Excavations will be conducted as needed, and changes to plans will be instituted if graves are threatened. Consider placement of interpretive and/or commemorative marker. |
| 44AX90-#33                            | Adams Burial Area | The New Dominion (1946 to the present)   | 1930-1952             | African American cemetery | 11, 20        | 4 burials  | No                  | Yes                     | Yes       | Recommend updating form--contributing to NRHP | Additional archeological investigations to determine if other burials are present and to discover the limits of the cluster of graves. | Maximum                                | No development should be planned for this area. Protect all graves. Maintain as cemetery-sacred area with grass and trees. Delineate limits of burials. Mark graves. Avoid ground disturbance; if disturbance is needed for future grave protection and interpretation (i.e. to mark graves) or maintenance (i.e. to deal with tree fall), coordinate with City archaeologists to determine preservation measures to ensure protection of burials. Excavations will be conducted as needed, and changes to plans will be instituted if graves are threatened.  |

| Archaeological Resources Number (ARN) | Name                             | Documented Time Period(s)  | Documented Date Range | Resource Type             | Re-search Lot | Components | Artifact Collection | Archaeological Features | Integrity | NRHP Significance   | Archaeological Recommendations  | Resource Protection Level <sup>1</sup> | Planning and Management Strategies  |
|---------------------------------------|----------------------------------|--|-----------------------|---------------------------|---------------|------------|---------------------|-------------------------|-----------|---------------------|---|--|---|
| 44AX90-#34                            | Clark Burial Area                | War I to World War II (1917-1945); The New Dominion (1946 to the present)  | 1933                  | African American cemetery | 11            | 2 burials  | No                  | Yes                     | Yes       | Locally significant | Additional archeological investigations to determine if other burials are present and to discover the limits of the cluster of graves.                                    | Maximum                                | No development should be planned for this area. Protect all graves. Maintain as cemetery-sacred area with grass and trees. Delineate limits of burials. Mark graves. Avoid ground disturbance; if minimal disturbance is needed for future grave protection and interpretation (i.e. to mark graves) or maintenance (i.e. to deal with tree fall), coordinate with City archaeologists to determine preservation measures to ensure protection of burials. Excavations will be conducted as needed, and changes to plans will be instituted if graves are threatened. |
| 44AX151                               | Oakland Baptist Church Cemetery  | Reconstruction and Growth (1866-1916); World War I to World War II (1917-1945); The New Dominion (1946 to the present) | c. 1925-1990s         | African American cemetery | 8b, 9b        |            | No                  | Yes                     | Yes       | Locally significant | N/A   | Maximum                                | NA  |
|                                       |                                  |  |                       |                           |               |            |                     |                         |           |                     |   |  |   |
| <b>POSSIBLE CEMETERIES</b>            |                                  |  |                       |                           |               |            |                     |                         |           |                     |   |  |   |
| 44AX90- #35                           | Clark Lot-possible cemetery area | unknown  | unknown               | possible cemetery         | 11            | unknown    | NA                  | No graves identified    | unknown   | not determined      | Given oral history accounts, this possible cemetery area has highest probability for discovery of additional grave locations. Additional archaeological work recommended. | Maximum                                | No development should be planned for this area. Avoid ground disturbance. If minimal ground disturbance is necessary, coordinate with City archaeologists to determine preservation measures. Excavations will be conducted as needed, and changes to plans will be instituted if graves are threatened.  |



| Archaeological Resources Number (ARN) | Name                                     | Documented Time Period(s) | Documented Date Range | Resource Type     | Re-search Lot | Components | Artifact Collection | Archaeological Features | Integrity | NRHP Significance | Archaeological Recommendations  | Resource Protection Level <sup>1</sup> | Planning and Management Strategies   |
|---------------------------------------|--|---------------------------|-----------------------|-------------------|---------------|------------|---------------------|-------------------------|-----------|-------------------|---|--|--|
| 44AX90- #36<br>See 44AX- #13          | School/Church Lot-possible cemetery area | unknown                   | unknown               | possible cemetery | 17            | unknown    | NA                  | No graves identified    | unknown   | not determined    | Interpretive development associated with the school/church/residence possibly planned for this area. Archaeological excavation recommended prior to any development to ensure that there is no impact on possible graves. | Maximum                                | Conduct archaeological investigation prior to construction of interpretive elements. If graves are discovered in locations where disturbance is proposed, development plans shall be changed to insure protection of burials in place. If other ground disturbance is necessary for planning and management purposes, coordinate with City archaeologists to determine preservation measures. Excavations will be conducted as needed, and changes to plans will be instituted if graves are threatened. |
| 44AX90- #37                           | Adams Ruffner Lot-possible cemetery area | unknown                   | unknown               | possible cemetery | 20            | unknown    | NA                  | No graves identified    | unknown   | not determined    | No additional archaeological work recommended--unless needed for planning or maintenance purposes   | Maximum                                | No development should be planned for this area. Avoid ground disturbance/ If minimal ground disturbance is necessary, coordinate with City archaeologists to determine preservation measures. Excavations will be conducted as needed, and changes to plans will be instituted if graves are threatened.   |
| 44AX90- #38                           | North of Oakland-possible cemetery area  | unknown                   | unknown               | possible cemetery | 5,6,7,8a      | unknown    | NA                  | No graves identified    | unknown   | not determined    | No additional archaeological work recommended--unless needed for planning or maintenance purposes   | Maximum                                | No development should be planned for this area. Avoid ground disturbance. If minimal ground disturbance is necessary, coordinate with City archaeologists to determine preservation measures to ensure protection of burials. Excavations will be conducted as needed, and changes to plans will be instituted if graves are threatened.   |

| Archaeological Resources Number (ARN) | Name                                   | Documented Time Period(s) | Documented Date Range | Resource Type     | Re-search Lot | Components | Artifact Collec-tion | Archaeo-logical Features | Integrity | NRHP Significance | Archaeological Recommendations  | Resource Protection Level <sup>1</sup> | Planning and Management Strategies   |
|---------------------------------------|--|---------------------------|-----------------------|-------------------|---------------|------------|----------------------|--------------------------|-----------|-------------------|---|--|--|
| 44AX90- #39                           | West of Oakland-possible cemetery area | unknown                   | unknown               | possible cemetery | 9a            | unknown    | NA                   | No graves identified     | unknown   | not determined    | No additional archaeological work recommended--unless needed for planning or maintenance purposes | Maximum                                | No development should be planned for this area. Avoid ground disturbance. If minimal ground disturbance is necessary, coordinate with City archaeologists to determine preservation measures to ensure protection of burials. Excavations will be conducted as needed, and changes to plans will be instituted if graves are threatened. . |
| 44AX90- #40                           | Craven Lot                             | unknown                   | unknown               | possible cemetery | 25            | unknown    | NA                   | No graves identified     | unknown   | not determined    | No additional archaeological work recommended--unless needed for planning or maintenance purposes | Maximum                                | No development should be planned for this area. Avoid ground disturbance. If minimal ground disturbance is necessary, coordinate with City archaeologists to determine preservation measures to ensure protection of burials . Excavations will be conducted as needed, and changes to plans will be instituted if graves are threatened.  |
| 44AX90- #41                           | Good Samaritan Lot                     | unknown                   | unknown               | possible cemetery | 28            | unknown    | NA                   | No graves identified     | unknown   | not determined    | No additional archaeological work recommended--unless needed for planning or maintenance purposes | Maximum                                | No development should be planned for this area. Avoid ground disturbance. If minimal ground disturbance is necessary, coordinate with City archaeologists to determine preservation measures to ensure protection of burials. Excavations will be conducted as needed, and changes to plans will be instituted if graves are threatened.   |

| Archaeological Resources Number (ARN) | Name          | Documented Time Period(s) | Documented Date Range | Resource Type       | Re-search Lot | Components   | Artifact Collec-tion | Archaeo-logical Features | Integrity | NRHP Significance | Archaeological Recommendations  | Resource Protection Level <sup>1</sup> | Planning and Management Strategies  |
|---------------------------------------|---------------|---------------------------|-----------------------|---------------------|---------------|--|----------------------|--------------------------|-----------|-------------------|---|--|---|
|                                       |               |                           |                       |                     |               |  |                      |                          |           |                   |   |  |   |
| <b>CIVIL WAR RESOURCES</b>            |               |                           |                       |                     |               |  |                      |                          |           |                   |   |  |   |
| 44AX90- #42                           | Fort Ward     | Civil War (1861-1865)     | 1861-1865             | Civil War earthwork | NA            | fortification-<br>earthworks:<br>bastions, dry<br>moat, glacis,<br>powder<br>magazines<br>bombproofs,<br>gun<br>emplacements,<br>parade ground | Yes                  | Yes                      | Yes       | Listed to NRHP    | No additional<br>archaeological work<br>recommended--unless<br>needed for planning or<br>maintenance purposes | Maximum                                | Protect earthworks. No<br>development should be planned<br>for this area. Avoid ground<br>disturbance. If minimal ground<br>disturbance is necessary for<br>planning or maintenance,<br>coordinate with City<br>archaeologists and Fort Ward<br>Museum staff to determine<br>preservation measures.<br>Archaeological excavation<br>and/or monitoring may be<br>required. |
| 44AX90- #43                           | Outer Battery | Civil War (1861-1865)     | 1861-1865             | Civil War earthwork | NA            | earthwork  | No                   | Yes                      | Yes       | Listed to NRHP    | No archaeological work<br>recommended--unless<br>needed for planning or<br>maintenance purposes               | Maximum                                | Protect earthworks. No<br>development should be planned<br>for this area. Avoid ground<br>disturbance. If minimal ground<br>disturbance is necessary for<br>planning or maintenance,<br>coordinate with City<br>archaeologists and Fort Ward<br>Museum staff to determine<br>preservation measures.<br>Archaeological excavation<br>and/or monitoring may be<br>required. |
| 44AX90- #44                           | Rifle Trench  | Civil War (1861-1865)     | 1861-1865             | Civil War earthwork | NA            | earthwork  | No                   | Yes                      | Yes       | Listed to NRHP    | No archaeological work<br>recommended--unless<br>needed for planning or<br>maintenance purposes               | Maximum                                | Protect earthworks. No<br>development should be planned<br>for this area. Avoid ground<br>disturbance. If minimal ground<br>disturbance is necessary for<br>planning or maintenance,<br>coordinate with City<br>archaeologists and Fort Ward<br>Museum staff to determine<br>preservation measures.<br>Archaeological excavation<br>and/or monitoring may be<br>required. |

| Archaeological Resources Number (ARN) | Name                         | Documented Time Period(s) | Documented Date Range | Resource Type              | Re-search Lot | Components                       | Artifact Collection | Archaeological Features | Integrity | NRHP Significance             | Archaeological Recommendations  | Resource Protection Level <sup>1</sup> | Planning and Management Strategies  |
|---------------------------------------|------------------------------|---------------------------|-----------------------|----------------------------|---------------|----------------------------------|---------------------|-------------------------|-----------|-------------------------------|---|--|---|
| 44AX90- #45                           | Covered way                  | Civil War (1861-1865)     | 1861-1865             | Civil War earthwork        | NA            | earthwork                        | No                  | Yes                     | Yes       | Listed to NRHP                | No additional archaeological work recommended--unless needed for planning or maintenance purposes | Maximum                                | Protect earthworks. No development should be planned for this area. Avoid ground disturbance. If minimal ground disturbance is necessary for planning or maintenance, coordinate with City archaeologists and Fort Ward Museum staff to determine preservation measures. Archaeological excavation and/or monitoring may be required. |
| 44AX90- #46                           | Civil War Artifact Scatter 1 | Civil War (1861-1865)     | 1861-1865             | Civil War artifact scatter | NA            | artifact scatter-metal detection | Yes                 | No                      | Unknown   | Contributing resource to NRHP | No additional archaeological work recommended--unless needed for planning or maintenance purposes | High                                   | No development should be planned for this area. Avoid ground disturbance. If minimal ground disturbance is necessary, coordinate with City archaeologists to determine preservation measures. Archaeological excavation and/or monitoring may be required.  |
| 44AX90- #47                           | Civil War Artifact Scatter 2 | Civil War (1861-1865)     | 1861-1865             | Civil War artifact scatter | NA            | artifact scatter-metal detection | Yes                 | No                      | Unknown   | Contributing resource to NRHP | No additional archaeological work recommended--unless needed for planning or maintenance purposes | High                                   | No development should be planned for this area. Avoid ground disturbance. If minimal ground disturbance is necessary, coordinate with City archaeologists to determine preservation measures. Archaeological excavation and/or monitoring may be required.  |
| 44AX90- #48                           | Civil War Artifact Scatter 3 | Civil War (1861-1865)     | 1861-1865             | Civil War artifact scatter | NA            | artifact scatter-metal detection | Yes                 | No                      | Unknown   | Contributing resource to NRHP | Option for additional archaeological work to investigate possibility of temporary encampment.     | High                                   | No development should be planned for this area. Avoid ground disturbance. If minimal ground disturbance is necessary, coordinate with City archaeologists to determine preservation measures. Archaeological excavation and/or monitoring may be required.  |

| Archaeological Resources Number (ARN) | Name   | Documented Time Period(s) | Documented Date Range | Resource Type                  | Re-search Lot | Components   | Artifact Collection | Archaeological Features | Integrity | NRHP Significance             | Archaeological Recommendations   | Resource Protection Level <sup>1</sup> | Planning and Management Strategies  |
|---------------------------------------|--|---------------------------|-----------------------|--------------------------------|---------------|--|---------------------|-------------------------|-----------|-------------------------------|--|--|---|
| 44AX90- #49                           | Drainage-Possible Refuse Area                        | Civil War (1861-1865)     | 1861-1960             | possible Civil War refuse area | NA            | unknown  | Yes                 | unknown                 | unknown   | unknown                       | Plans call for ground disturbance associated with drainage improvements in this area. Additional archaeological work recommended prior to any other development actions  | High                                   | Conduct archaeological excavations and/or monitoring prior to and in conjunction with construction of drainage improvements.. If graves are discovered in locations where disturbance is proposed, development plans shall be changed to insure protection of burials in place. If other ground disturbance is necessary for planning and management purposes, coordinate with City archaeologists to determine preservation measures. Excavations will be conducted as needed, and changes to plans will be instituted if graves are threatened. |
| 44AX00155                             | Civil War Barracks, Mess Hall and Officer's Quarters | Civil War (1861-1865)     | 1861-1865             | Civil War structures           | NA            | artifacts, post holes of barracks, possible brick support for heating barracks, dry moat | Yes                 | Yes                     | Yes       | Contributing resource to NRHP | Plans call for ground disturbance associated with parking and roadway changes and possibly future museum expansion. Conduct archaeological excavations and/or monitoring prior to and in conjunction with these developments. This work may also provide new interpretive opportunities. Additional archaeological work recommended prior to any other development actions | High                                   | Conduct archaeological excavations and/or monitoring prior to and in conjunction with parking/roadway and future museum construction or other development actions.. If other ground disturbance is necessary for planning and management purposes, coordinate with City archaeologists to determine preservation measures. Additional archaeological excavation and/or monitoring may be required.  |

| Archaeological Resources Number (ARN) | Name            | Documented Time Period(s) | Documented Date Range | Resource Type                | Re-search Lot | Components     | Artifact Collec-tion | Archaeo-logical Features | Integrity           | NRHP Significance | Archaeological Recommendations   | Resource Protection Level <sup>1</sup>   | Planning and Management Strategies  |
|---------------------------------------|-----------------|---------------------------|-----------------------|------------------------------|---------------|----------------|----------------------|--------------------------|---------------------|-------------------|--|--|---|
|                                       |                 |                           |                       |                              |               |                |                      |                          |                     |                   |  |  |   |
| NATIVE AMERICAN RESOURCES             |                 |                           |                       |                              |               |                |                      |                          |                     |                   |  |  |   |
| 44AX90- #50                           | Native American | Native American           | pre-1600              | Prehistoric artifact scatter | NA            | Lithic scatter | Yes                  | No                       | not fully evaluated | Undetermined      | Possibly--limited additional excavation to more fully understand nature of site for interpretive purposes. This is within the possible cemetery area north of Oakland, and would also provide an opportunity to look for additional grave locations. | High, but within a Maximum Protection Area (North of Oakland--possible cemetery) | See Possible Cemeteries--North of Oakland for planning and management in this area. |
| 44AX0036                              | 44AX0036        | Native American           | pre-1600              | Prehistoric artifact scatter | NA            | Lithic scatter | Yes                  | No                       | No                  | Not significant   | No additional excavation recommended--low integrity.   | Low, but within a Maximum Protection Area (Fort Ward)                            | See Civil War--Fort Ward for planning and management in this area.                  |

| Archaeological Resources Number (ARN) | Name | Documented Time Period(s) | Documented Date Range | Resource Type | Re-search Lot | Components | Artifact Collec-tion | Archaeo-logical Features | Integrity | NRHP Significance | Archaeological Recommendations | Resource Protection Level <sup>1</sup> | Planning and Management Strategies |
|---------------------------------------|------|---------------------------|-----------------------|---------------|---------------|------------|----------------------|--------------------------|-----------|-------------------|--------------------------------|--|------------------------------------|
|---------------------------------------|------|---------------------------|-----------------------|---------------|---------------|------------|----------------------|--------------------------|-----------|-------------------|--------------------------------|--|------------------------------------|

<sup>1</sup>Resource Protection Levels:

|  |  |   |   |  |  |  |  |  |  |  |  |  |
|--|--|---|---|--|--|--|--|--|--|--|--|--|
| Maximum Protection Areas--verified grave areas, possible cemeteries, and Civil War earthworks. No development should be planned. No ground disturbance without archaeological review and excavation and/or monitoring. No stump grinding in these areas. | High Protection Areas--areas where foundations, other features, and artifact scatters relating to the African American community and life of Civil War soldiers have been discovered. No development should be planned. No ground disturbance (other than aeration) without archaeological review. Excavation and/or monitoring may be required. | Medium Protection Areas-- areas where archaeological testing did not indicate the presence of significant archaeological resources. Minimal ground disturbing activities (such as, stump grinding, tree planting, etc.) may occur in these areas without archaeological excavation or monitoring. If major changes are proposed (such as, grading, construction of an interpretive or picnic area, etc.), then additional archaeological testing may be required. | Low Protection Areas--areas with previous disturbances where archaeological testing did not indicate the presence of significant archaeological resources. Ground disturbing activities may occur in these areas without archaeological review. |  |  |  |  |  |  |  | In all Protection Areas, the following condition applies: Call Alexandria Archaeology (703-746-4399) if structural remains (eg. Foundations, wells, privies, etc.) or concentrations of artifacts are discovered during ground disturbing activities. Work must stop in the area of the discovery until a City archaeologist comes to the site to evaluate the resource and determine appropriate preservation measures. |  |
|--|--|---|---|--|--|--|--|--|--|--|--|--|



## **Ad Hoc Fort Ward Park and Museum Area Stakeholder Advisory Group**

**C. Ziegler**

In the fall of 2008, significant community concern became apparent in operation of Ft. Ward Park and its historical resources. Through a series of public meetings in the winter and early spring of 2009, the Recreation, Parks and Cultural Activities Department developed a matrix of community and user issues. In order to respond to the longer-term future of the park, City Council created an *Ad Hoc Stakeholder Advisory Group* to study these issues.

The Advisory Group, established in June 2009, consisted of ten members appointed by the City Manager to a one year term, beginning in December, 2009 and ending in January, 2011. The goal set for the advisory group was to advise staff, recommending an appropriate balance between the different uses of the park, including active, passive/environmental and historic/archeological interests.

The report was completed in January 2011 and recommended the following specific actions for the City:

- **Prepare a Fort Ward Master Plan.**
- **Complete the archaeological investigation** at Fort Ward Park. With the discovery of marked and unmarked graves, the City must make it a priority to complete an inventory of sites, promote understanding, properly interpret, ensure protection and strive to honor the graves of the African Americans and others in Fort Ward Historical Park.
- **Address infrastructure issues and mitigate storm water runoff problems**
- **Focus attention on re-invigorating the Arboretum or consider eliminating this function at the Park; set up a regular schedule for tree care and pruning and create a tree replacement plan.**
- **Complete clean up of the Maintenance Yard including soil and gravel piles and work to create instead a landscape that properly honors the African American graves that lie in this area.**
- **Use best management practices (BMPs) in choosing mowing and turf management practices.**

- **Encourage city staff to continue to collaborate on management issues of Fort Ward and keep communication open and transparent across different city departments.** To this end a Memorandum of Understanding has been signed among the four City departments responsible for various aspects of Ft. Ward.
- **Establish a Citizens Advisory Committee to assist in Fort Ward management.**

In order to begin the implementation of these recommendations, on June 28, 2011 the City Council passed a resolution to re-establish an *Ad Hoc Fort Ward Park and Museum Area Stakeholder Advisory Group* for a period of two years. This period was extended for a further year, so the term will end this month.

Initially, we began our work in preparing what evolved into a Management Plan for Ft. Ward on our own, with guidance from City staff. A Management Plan expands from the concept of a Master Plan—a type of plan that prescribes improvements and their location within a set time period—focusing rather on cultural and natural resources, educational opportunities and operational issues at a given site. A Management Plan addresses specific topics that affect a park and its mission and operations, and lays out a long-range plan and management strategy that reflects a community's values and interests.

However, it soon became apparent that preparing a usable Management Plan required levels of expertise far in excess of that possessed by members of the Advisory Group. Thus, at our recommendation and after the appropriate procedures, the City engaged the firm of Lardner/Klein, landscape architects, to prepare the Management Plan, with the Advisory Group—and the public—commenting in detail on the draft. Lardner/Klein also drew heavily on the work already done by the Advisory Group.

In addition to the Management Plan itself, several other items are included in the overall package:

-A Master Drainage Plan, prepared by City staff and engineering consultants, that addresses the concerns of numerous stakeholders

-A report on archaeological investigations at Ft. Ward Park

-A report on the history of the site of Ft. Ward, primarily using documentary evidence, by Dr. Krystyn Moon, Associate Professor and Director of American Studies at the University of Mary Washington.

-The Memorandum of Understanding between the Office of Historic Alexandria; the Department of Recreation, Parks and Cultural Activities; the Department of Transportation and Environmental Services; and the Department of General Services, with an additional section concerning the best practices and optimum procedures for ground disturbance in areas where graves or other cultural resources are likely to be found.

All of these items, and *much* more, are available on the web page of the City of Alexandria's Department of Recreation, Parks and Cultural Activities under the heading of Ad Hoc Fort Ward

Park and Museum Area Stakeholder Advisory Group, and the web site of the Alexandria Archaeology Museum.

Will the Management Plan be implemented? Good question. A vigilant citizenry is the best way to ensure that it is. The 2011 report's recommendation in this regard states:

The Advisory Group believes that one of the great strengths of Alexandria is the role citizens play in decision making in the city. At Fort Ward Park, the Group believes that role should be on-going. The Group urges the city and City Council to consider forming a citizen's committee to oversee the implementation of these recommendations at Fort Ward but also to oversee the on-going management at Fort Ward. Such a group might include (but not be limited to) members of local citizen groups such as the Seminary Hill Association, The Seminary Hill Civic Association, the Friends of Fort Ward, as well as descendent and church groups with family buried at Fort Ward.

Ft. Ward Park is an extraordinarily complex entity, with multiple layers of history intersecting with the ongoing interests of current stakeholders. Adding to that are the challenges of multiple City agencies having responsibility for various aspects of the Park's operation and maintenance. You therefore have all the reasons you need for continued citizen involvement in Ft. Ward Park. The recent challenge of the possible intrusion of food trucks into Ft. Ward Park indicates that the possibility of future threats to the Park's well being cannot be excluded. We should also note that the reason for the establishment of the two successive citizens groups addressing issues at Ft. Ward Park was precisely because citizens felt that their concerns were not being sufficiently addressed. Thus, the most elementary prudence would endorse the recommendation of the establishment of an ongoing **Citizens Advisory Committee** to oversee the management of Fort Ward Park.

**DRAFT**

**C. Ziegler**

**2014-09-03**

## Outstanding Concerns with the Final Draft Management Plan for Fort Ward Park and Museum

Oakland Baptist Church

Seminary Civic Association

Fort Ward and Seminary African American Descendants Society, Inc.

September 9, 2014

On August 13, 2014 the Fort Ward Park and Museum Advisory Group appointed by the City Manager met to discuss the Draft Management Plan for the area, including summary work done by Lardner/ Klein Landscape Architects, the History Report done by Dr. Moon, and the Drainage Plan done by the URS Corporation. At the meetings end the Council Chair made a motion to approve the documents and send them forward for further commission and public review and eventual review and approval by the City Council. A vote was taken and the motion carried 6 to 3 in favor of the action.

Voting against the motion was the Oakland Baptist Church, Seminary Civic Association and the Fort Ward and Seminary African American Descendants Society, Inc. The following report has been prepared at the urging of the Advisory Group and the Directors of the City of Alexandria Office of Historic Alexandria and the Department of Recreation, Parks and Cultural Activities. It outlines the concerns of the three organizations that voted against the motion and is intended to be included in the packet to be presented at the September 10, 2014 public meeting on the Draft Management Plan.

It is important to note that the concerns that are described in the following sections are ones that we raised initially at the March 18, 2009 public meeting on Fort Ward Park and throughout the advisory group process. As you may recall the most important concerns that we identified at that meeting were:

- \* Find the graves and burial areas within the historic park and treat these sacred places with respect;
- \* Stop the water running off parkland from entering the Oakland Baptist Church Cemetery and damaging graves and gravestones;
- \* Involve the community, early and throughout the entire process, in the history and interpretation of the story of African American families who lived at the Fort before the creation of the park.

These concerns have been shared with the advisory group members, city department heads and local elected officials throughout the five years we have been working with the city. Frankly our concerns have not changed since day-one and we have voiced them throughout the process.

The major reasons we voted against approving the Draft Management Plan for Fort Ward Park and Museum are:

1. The Draft Plan was to include the Drainage Plan and History Report. These documents were not provided to our advisory group members with adequate time to review them before the vote. We were unwilling to approve documents we did not review.
2. The History Report that was acted on at the August meeting was not the final draft document that was prepared by the consultant for the Office of Historic Alexandria. Further, the final draft document was not provided to descendant family members of Fort Ward or our advisory group members with adequate time to review them before the vote.
3. The History Report did not include any of the oral history interview information about the location of graves and the removal of grave stones from descendant family members of Fort Ward and past and current employees of the City of Alexandria. These interviews, which were promised to be done by the Director of the Office of Historic Alexandria, have, or are likely to have, important information on the location of family graves within the park.

Current and former employees of the city, as well as descendant family members, have first-hand knowledge that can be used to more accurately complete the final draft management plan. This information, if included, would provide important facts that have been omitted by city researchers.

4. The History Report was done contrary to the promises made by the Director of the Office of Historic Alexandria with regard to the involvement of the descendant family members. We were told by city managers that this was our story to tell. The draft report was prepared by a consultant with questionable expertise in African American history and without public notice and early and frequent input from family members.

5. The Draft Drainage Report does not address the illegal actions taken by the City of Alexandria, to modify the use and condition of the park's maintenance yard uphill and next to the Oakland Baptist Church Cemetery, that have created runoff problems. The proposed solution to water running off of parkland into the cemetery is to add soil and rock on top of, and adjacent to, known and likely graves despite the concerns of descendant family members, the Seminary community, and leaders of the Oakland Baptist Church. The solution does not address water flowing through the gravel, placed without permits or public notice, in the maintenance yard and into the cemetery.

The report's solution for managing water flowing through the ravine between the Short's property and the cemetery does not recognize or respect the graves that have been reported in this area. Unfortunately the report seems to embrace the idea that city leaders consider that it is acceptable to further bury family graves with soil and rock as a way to protect and honor them.

6. The draft final plan's proposal for additional archaeology relies on the Office of Historic Alexandria, or their consultants, to determine in advance of development decisions whether or not there are graves or historical, cultural or archaeological resources present. This is the same

approach that was used in the past and has resulted in the destruction, degradation and disrespect of African American graves and artifacts from the Fort community. Unfortunately over the last seven years that this effort has been underway leaders of the Office of Historic Alexandria have not repaired or built up trust with the descendant families, Seminary community and church leaders to be able to return to a status-quo approach. In fact recent comments about the treatment

of graves within the park have further eroded trust that was severely damaged by the past approval of illegal activities within the park's maintenance yard.

7. The Memorandum of Understanding, between those city departments that have responsibility for management, use and development of Fort Ward Park and Museum, was to be included in the Final Draft Management Plan with a section describing the process for research, review, public input and approval of ground-disturbing activities within areas of the park that are known to have, or likely to have, graves. The Memorandum, as described at the meeting, was not included in the final draft.

8. The overall report offers few if any of the recommendations made by the initial advisory group. Rather it relies on a menu of ideas to choose from. Many of the ideas suggested call for additional city-funded consultant studies to further review and determine actions for the management, use and development of Fort Ward.

9. The report does not provide the families of those buried in the park with the opportunity to determine the way family graves will be protected from visitor use, maintained, and identified. It appears that these burial areas are to be managed as recreation areas rather than a cemetery or historic area. Discussions with the leaders of the Office of Historic Alexandria indicate that the city has acquired and would like to use headstones that are not consistent with the wishes of family members.

In addition, many descendant family members and leaders of the Oakland Baptist Church believe that known family graves, within the park, are not being protected or managed by the city. The Jackson family burial area and the Old Grave Yard are poorly maintained, not protected from recreation use, need to be fenced and have signs posted urging respect for these places. It is strongly contended by the descendant families, community and leaders of the Oakland Baptist Church that The Old Grave Yard was originally part of the Oakland Baptist Church Cemetery before the city revised the cemetery boundary as part of a trade of lands. This sacred area, which contains many graves, should be incorporated back into the cemetery so that it will receive protection.

10. The draft report makes no mention of the events, problems and concerns that led City Council to take action to improve the city's management, protection and use of Fort Ward Park. The report does not acknowledge any of the past and more recent actions that city departments have taken that show a disregard to past and current African Americans with family ties to the park and cemetery.

In summary, the desire of the advisory group leader to move the incomplete draft final management plan forward the action to vote on the approval of the plan was premature. Despite

the public and private money, time and effort that have gone into preparing these documents they still need revision before a management plan is ready to present to the City Council.

We request that we be given the opportunity to briefly present our concerns at the public meeting on September 10, 2014. Should you have questions please contact Frances Colbert Terrell at (703)379-9511.

Sincerely,

Lena Rainey, Oakland Baptist Church

Frances Colbert Terrell, Seminary Civic Association

Adrienne Terrell Washington, Ft. Ward and Seminary African American Descendants Society,



## Dave Cavanaugh

### General Comments:

- The Ad Hoc Fort Ward Park and Museum Area Stakeholder Advisory Group is to be complemented for completing a lengthy, difficult and contentious assignment.
- I generally agree with priorities to restore the health and attractiveness of Fort Ward Park. This is important in generating public support for maintaining parks and recreational resources.
- Support completing an archaeology survey of the area within the former maintenance yard and removing the fence. Since no surface disturbing activities are planned for the area, further delay and expense associated with a detailed archaeological study may be avoided.
- Improving accessibility along the circle road should be a high priority.
- The amphitheater is underutilized and consideration of alternatives for better utilization and integration of the facility into the park and museum should be a higher priority.
- The Sections I and II are confusing. Section II is detailed and overly prescriptive and strays from providing a framework. To alleviate potential confusion, the Summary Report should clarify that Section I: Summary Report is a guide and policy document for use by park staff, other partnering agencies, elected officials and interested members of the public. Section II provides background material and discussion considered by the Advisory Group in support of the key recommendations.

### Goal 1—Management and Funding

- Continue the collaborative management process between City agencies as established in the Memorandum of Understanding.

Comment: Seemingly this approach has not worked satisfactorily in the past. Suggest the MOU be re-evaluated, streamlined and a managing department be identified for managing the park. The lead agency should report directly to the City Manager's office and work closely with other stakeholders in the community to ensure progress is made implementing various recommendations in the report.

#### Comment:

Fort Ward is a historically significant regional park. Regional partnering and funding is critical to the successful revitalization of Fort Ward Park and Museum. This is important management function and should be included in the Management and Funding Section.

This section should include a recommendation to City officials and management regarding the importance of working with regional partners in preparing an interpretive plan that will potentially generate financial support from other public institutions and private organizations. Developing an interpretive plan with regional appeal will increase tourist visits and hopefully have a spill over benefit for local hotels and restaurants.

Although there is continued interest in the importance of the circle forts, there is a growing interest in the African American experience before, during and after the Civil War. Coordination and collaboration with Fairfax and Arlington Counties as well as the National Park Service, the National Museum of African American Culture and History, and the African American Civil War Memorial may help generate public support, grants and financial support to fund research and programs.

## Goal 2—Objectives and Strategies

### Ground Disturbing Activities

#### Comment

- To add flexibility, I suggest the area with no ground disturbing activities allowed without further review by OHA include a provision for OHA monitoring. “No Ground Disturbing Activities Allowed without further review or one site monitoring by OHA.

## Goal 3- Objectives and Strategies

#### Comment:

- It is unclear from the report what the impact is by adopting the APPA Standards related to “Operational Guidelines for Educational facilities, Grounds, Second Edition.
- The APPA standards are a management tool which explains the five APPA Appearance Levels and provides management information on benchmarking, job descriptions, outsourcing, and much more. It is a tool more directly applicable to campus and institutional setting. It is questionable if it is an appropriate tool for historical parks.

## Goal 4-Educate and Engage Visitors-Share the Stories of Fort Ward Park

- Develop a detailed Interpretive Plan for Fort Ward Park

#### Comment:

The recommendation for an Interpretive Plan for the park is too general. The overly broad notion of “Civil War to Civil Rights” will complicate preparing an interpretive plan appropriate for a historically significant Civil War Park and Museum. More importantly, it will diminish the important role of the Fort and the role and contribution of African Americans before, during and immediately after the Civil War.

The Defenses of Washington theme has been the dominant theme for the last 50 years. This remains an important theme and the site of the best reconstructed fort protecting the Washington, D.C. during the Civil War. What is missing is a theme that focuses on slavery, refugees fleeing to Union controlled areas and forts, and how ending slavery transformed America. The nearby forts and hospitals were places where African America found work, built huts and after the war settled into small individual communities. As important is the contribution of African Americans in shortening and ending the war, and their struggle after the war for voting rights, education and equal treatment.

I suggest the management plan be linked to the historical significance of the fort and to the untold contribution and role of African Americans before, during and after the Civil War in their quest for freedom.

#### Comment:

I disagree the museum and park is an appropriate place for “one connected story from the Civil War to Civil Rights”. The current signs in the park are sufficient to cover African American heritage linked to the park, cemetery and families living at the former fort and the immediate area.

The park is historic because of its connection to the Civil War and the changes it brought about. It would be a real challenge developing an interpretive plan covering 100 years including the beginning and end of reconstruction, Jim Crow, segregation and the Civil Rights movement. It would be a mistake to introduce Civil War to Civil Rights—A Century of Change at Fort Ward.

The park could be a venue for lectures, storytelling, completing oral histories of what was like to be an African American living in Alexandria after World War II and during the Civil Rights period.

The area near the Fort had recently been annexed by the City and acquisition of the land by the City was prompted by groups interested in preserving the Fort for the upcoming 100<sup>th</sup> anniversary of the Civil War and to provide a park space for the fast growing area. At that time the role of African Americans during the Civil War was overlooked.

The City acquired several properties from African American families. At the time the area was transitioning to commercial and residential development. Although the properties were acquired ostensibly under the threat of condemnation, there is no evidence that property owners were unfairly treated or condemnation used other than to clear title. In almost all cases the City was able to negotiate reasonable settlements. There is evidence the City was able to reach agreement with the Oakland Baptist Church on the boundaries of the cemetery.

Although the treatment of African Americans in Alexandria during the 50s and 60s is an important story and a backdrop to the Civil Rights period, Fort Ward and members of that community were not directly related to the Civil Rights protests. However for many African Americans the displacement was an example of a persistent pattern of white discrimination. To incorporate the civil rights movement into the interpretive plan would take away from the compelling and dramatic story of African Americans fleeing to Union lines, enlisting and serving in the U.S. Colored Troops, forming nearby communities, educating their children, organizing churches, becoming politically active and registering to vote in 1867.

References to the Civil Rights movement should be deleted.

Comment:

The Action Item for Goal 4 is to have OHA formally invite key stakeholders to participate in a new advisory committee to develop the interpretive plan. Descendant and interested groups have an important role in helping develop an interpretive plan that does not overwhelm the park. Suggest under Goal 4 Objectives and Strategies adding that for the new advisory group is to be successful it must be led by individuals with a history and cultural background, trained and experienced in working with diverse groups in preparing meaningful and informative interpretive plans.

## **Attachment 4a: Letter from Dissenting Fort Ward Advisory Group Members**

### **Outstanding Concerns with the Final Draft Management Plan for Fort Ward Park and Museum**

**Oakland Baptist Church**

**Seminary Civic Association**

**Fort Ward and Seminary African American Descendants Society, Inc.**

**September 9, 2014**

On August 13, 2014 the Fort Ward Park and Museum Advisory Group appointed by the City Manager met to discuss the Draft Management Plan for the area, including summary work done by Lardner/ Klein Landscape Architects, the History Report done by Dr. Moon, and the Drainage Plan done by the URS Corporation. At the meetings end the Council Chair made a motion to approve the documents and send them forward for further commission and public review and eventual review and approval by the City Council. A vote was taken and the motion carried 6 to 3 in favor of the action.

Voting against the motion was the Oakland Baptist Church, Seminary Civic Association and the Fort Ward and Seminary African American Descendants Society, Inc. The following report has been prepared at the urging of the Advisory Group and the Directors of the City of Alexandria Office of Historic Alexandria and the Department of Recreation, Parks and Cultural Activities. It outlines the concerns of the three organizations that voted against the motion and is intended to be included in the packet to be presented at the September 10, 2014 public meeting on the Draft Management Plan.

It is important to note that the concerns that are described in the following sections are ones that we raised initially at the March 18, 2009 public meeting on Fort Ward Park and throughout the advisory group process. As you may recall the most important concerns that we identified at that meeting were:

- \* Find the graves and burial areas within the historic park and treat these sacred places with respect;
- \* Stop the water running off parkland from entering the Oakland Baptist Church Cemetery and damaging graves and gravestones;
- \* Involve the community, early and throughout the entire process, in the history and interpretation of the story of African American families who lived at the Fort before the creation of the park.

These concerns have been shared with the advisory group members, city department heads and local elected officials throughout the five years we have been working with the city. Frankly our concerns have not changed since day-one and we have voiced them throughout the process.

The major reasons we voted against approving the Draft Management Plan for Fort Ward Park and Museum are:

1. The Draft Plan was to include the Drainage Plan and History Report. These documents were not provided to our advisory group members with adequate time to review them before the vote. We were unwilling to approve documents we did not review.
2. The History Report that was acted on at the August meeting was not the final draft document that was prepared by the consultant for the Office of Historic Alexandria. Further, the final draft document was not provided to descendant family members of Fort Ward or our advisory group members with adequate time to review them before the vote.
3. The History Report did not include any of the oral history interview information about the location of graves and the removal of grave stones from descendant family members of Fort Ward and past and current employees of the City of Alexandria. These interviews, which were promised to be done by the Director of the Office of Historic Alexandria, have, or are likely to have, important information on the location of family graves within the park.

Current and former employees of the city, as well as descendant family members, have first-hand knowledge that can be used to more accurately complete the final draft management plan. This information, if included, would provide important facts that have been omitted by city researchers.

4. The History Report was done contrary to the promises made by the Director of the Office of Historic Alexandria with regard to the involvement of the descendant family members. We were told by city managers that this was our story to tell. The draft report was prepared by a consultant with questionable expertise in African American history and without public notice and early and frequent input from family members.

5. The Draft Drainage Report does not address the illegal actions taken by the City of Alexandria, to modify the use and condition of the park's maintenance yard uphill and next to the Oakland Baptist Church Cemetery, that have created runoff problems. The proposed solution to water running off of parkland into the cemetery is to add soil and rock on top of, and adjacent to, known and likely graves despite the concerns of descendant family members, the Seminary community, and leaders of the Oakland Baptist Church. The solution does not address water flowing through the gravel, placed without permits or public notice, in the maintenance yard and into the cemetery.

The report's solution for managing water flowing through the ravine between the Short's property and the cemetery does not recognize or respect the graves that have been reported in this area. Unfortunately the report seems to embrace the idea that city leaders consider that it is acceptable to further bury family graves with soil and rock as a way to protect and honor them.

6. The draft final plan's proposal for additional archaeology relies on the Office of Historic Alexandria, or their consultants, to determine in advance of development decisions whether or not there are graves or historical, cultural or archaeological resources present. This is the same approach that was used in the past and has resulted in the destruction, degradation and disrespect of African American graves and artifacts from the Fort community. Unfortunately over the last seven years that this effort has been underway leaders of the Office of Historic Alexandria have not repaired or built up trust with the descendant families, Seminary community and church leaders to be able to return to a status-quo approach. In fact recent comments about the treatment

of graves within the park have further eroded trust that was severely damaged by the past approval of illegal activities within the park's maintenance yard.

7. The Memorandum of Understanding, between those city departments that have responsibility for management, use and development of Fort Ward Park and Museum, was to be included in the Final Draft Management Plan with a section describing the process for research, review, public input and approval of ground-disturbing activities within areas of the park that are known to have, or likely to have, graves. The Memorandum, as described at the meeting, was not included in the final draft.

8. The overall report offers few if any of the recommendations made by the initial advisory group. Rather it relies on a menu of ideas to choose from. Many of the ideas suggested call for additional city-funded consultant studies to further review and determine actions for the management, use and development of Fort Ward.

9. The report does not provide the families of those buried in the park with the opportunity to determine the way family graves will be protected from visitor use, maintained, and identified. It appears that these burial areas are to be managed as recreation areas rather than a cemetery or historic area. Discussions with the leaders of the Office of Historic Alexandria indicate that the city has acquired and would like to use headstones that are not consistent with the wishes of family members.

In addition, many descendant family members and leaders of the Oakland Baptist Church believe that known family graves, within the park, are not being protected or managed by the city. The Jackson family burial area and the Old Grave Yard are poorly maintained, not protected from recreation use, need to be fenced and have signs posted urging respect for these places. It is strongly contended by the descendant families, community and leaders of the Oakland Baptist Church that The Old Grave Yard was originally part of the Oakland Baptist Church Cemetery before the city revised the cemetery boundary as part of a trade of lands. This sacred area, which contains many graves, should be incorporated back into the cemetery so that it will receive protection.

10. The draft report makes no mention of the events, problems and concerns that led City Council to take action to improve the city's management, protection and use of Fort Ward Park. The report does not acknowledge any of the past and more recent actions that city departments have taken that show a disregard to past and current African Americans with family ties to the park and cemetery.

In summary, the desire of the advisory group leader to move the incomplete draft final management plan forward the action to vote on the approval of the plan was premature. Despite the public and private money, time and effort that have gone into preparing these documents they still need revision before a management plan is ready to present to the City Council.

We request that we be given the opportunity to briefly present our concerns at the public meeting on September 10, 2014. Should you have questions please contact Frances Colbert Terrell at (703)379-9511.

Sincerely,

Lena Rainey, Oakland Baptist Church

Frances Colbert Terrell, Seminary Civic Association

Adrienne Terrell Washington, Ft. Ward and Seminary African American Descendants Society,





## Fort Ward Park and Museum Area Management Plan



The City of Alexandria, Virginia

October 2014

**FINAL DRAFT**

## Appendix IV

## 2011 MOU

## GROUND DISTURBING ACTIVITIES NOTIFICATION PROTOCOLS

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**Office of Historic Alexandria**  
**Department of Recreation, Parks and Cultural Activities**  
**Department of Transportation and Environmental Services**  
**Department of General Services**  
**Memorandum of Understanding-Fort Ward Park and Museum Area Operations and**  
**Maintenance**  
**August, 2011**

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- I.     **TITLE:**     *Agreement for the Performance of Daily Operations and Maintenance for the Fort Ward Park and Museum Area Operated by the Office of Historic Alexandria, the Department of Recreation, Parks & Cultural Activities and Other Involved Departments.*
- II.    **PURPOSE:** To establish clearly defined areas of responsibility between the Office of Historic Alexandria (OHA), the Department of Recreation, Parks, & Cultural Activities (RP&CA), the Department of Transportation and Environmental Services (TES), and Department of General Services (GS) for the budgeting and performance of operations and maintenance, within the Fort Ward Park and Museum Area.
- III.   **MOU COORDINATION GROUP:** Each department will appoint a representative to participate in quarterly coordination meetings that will serve to address and resolve issues related to the management, maintenance and operations of the Fort Ward Park and Museum Area. Issues of interpretation of the MOU or changes and modifications will be placed on a quarterly meeting agenda of the coordination group.
- IV.    **RESOLUTION OF MOU AND NON-MOU RELATED ISSUES:** Operating issues not covered in the MOU, including special requests/work orders and personnel related matters, should be handled via the established chain of command for each involved department.
- V.     **DEFINITIONS OF SERVICES:**

Regularly Scheduled Maintenance Operations

- a.     **Mowing:** Responsibility for scheduled mowing, trimming and weed control and related contract management based on designated sensitive historical areas.
- b.     **Leaf Collection:** Seasonal responsibility to collect and remove fallen leaves from high traffic and/or areas not heavily wooded.
- c.     **Snow Removal:** Seasonal responsibility to remove snow and ice from all paved vehicular and pedestrian thoroughfares.
- d.     **Trash Pick-up:** Daily responsibility for litter control, emptying of site trash cans into dumpster, and dumpster pick-up.

Fort Ward  
Memorandum of Understanding

- e. **Housekeeping:** Custodial services to include general cleaning, vacuuming, dusting, trash pickup and removal, and replacement of operating supplies (toilet paper, paper towels, hand soap, trashcan liners).

As Needed Maintenance Operations

- a. **Landscaping and Invasive Management:** Responsibility for management of site landscaping, including planting and maintaining landscape beds and control/removal of invasive species.
- b. **Tree Maintenance and Planting:** Responsibility for identification of locations and planting of new, tree limbing, pruning and dead fall removal as needed.
- c. **Site Amenities:** Responsibility for identification of locations for any new site amenities (including furnishings) and maintenance of existing amenities.
- d. **Roadway and Parking Lot Maintenance:** Responsibility to maintain all paved areas throughout the park, including any repairs and repaving required.
- e. **Stormwater Maintenance:** Responsibility to initiate necessary study, intervention and management of streams and stormwater run-off and related impacts on the site and adjacent properties.
- f. **New Buildings or Renovations:** Responsibility to determine locations, design, obtain permits, and manage construction of any new or renovated buildings.
- g. **Park Reservations:** Responsibility to manage the rental of picnic sites and amphitheater, including receiving and processing deposits and payments, informing renters of all rules and regulations, and alerting park management staff of all rentals.
- h. **Special Events:** Responsibility to coordinate and schedule any special events held at the park, including ensuring all required permits are acquired.

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**VI. RESPONSIBILITIES:**

The Department of Recreation, Parks and Cultural Activities, the Office of Historic Alexandria, the Department of Transportation and Environmental Services, and the Department of General Services agree to the areas of operations and maintenance service in accordance with the following:

|  | <b>RPCA</b>              | <b>OHA</b>             | <b>TES</b>               | <b>GS</b>                | <b>Volunteer</b> |
|--|--------------------------|------------------------|--------------------------|--------------------------|------------------|
| Digging/ground disturbance   | X                        | 72 hour advance notice | X                        | X                        |                  |
| Archaeology work   | Two weeks advance notice | X                      | Two weeks advance notice | Two weeks advance notice |                  |
| Support for History projects/events (special requests)   | Two weeks advance notice | X                      |                          |                          |                  |
| Mowing and hedge trimming within historically sensitive areas as designated on Map A                         |                          | X                      |                          |                          |                  |
| Mowing of park lawn areas not designated as historically sensitive on Map A                                  | X                        |                        |                          |                          |                  |
| Irrigation Management  | X                        | X                      |                          |                          |                  |
| Tree maintenance   | X                        |                        |                          |                          | X                |
| Determining location of new trees  | X                        | X                      |                          |                          |                  |
| Landscaping and flower beds (planting and maintenance)   | X                        |                        |                          |                          | X                |
| Trash pick-up Monday – Friday  | X                        |                        | X                        |                          |                  |
| Trash pick-up Weekends   | X                        |                        | X                        |                          |                  |
| Custodial and stocking for park restrooms/facilities M,W,TH,SA,SU mornings/afternoons as designated on Map C | X                        |                        |                          |                          |                  |

Fort Ward  
Memorandum of Understanding

|   | RPCA                     | OHA                      | TES | GS | Volunteer |
|---|--------------------------|--------------------------|-----|----|-----------|
| Custodial and stocking for park restrooms/facilities<br>TU,FR mornings as designated on Map C           |                          | X                        |     |    |           |
| Design of park signage  | X                        | X                        |     |    |           |
| Maintenance of park and regulatory signage  |                          |                          | X   |    |           |
| Design and maintenance of historical/interpretive signage   |                          | X                        |     |    |           |
| Design and determining location of site amenities (grills, park furniture, pavilions, playground, etc.) | X                        | X                        |     |    |           |
| Maintenance of site amenities (grills, park furniture, pavilions, playground, etc.)                     | X                        | Two weeks advance notice |     |    |           |
| Maintenance of roads, paved areas and walkways (no ground disturbance)                                  | Two weeks advance notice | Two weeks advance notice | X   |    |           |
| Maintenance of stream/stormwater  |                          |                          | X   |    |           |
| Cultural Resource Inventory (ongoing)   |                          | X                        |     |    |           |
| Interpretation of Cultural and Historic Resources   |                          | X                        |     |    |           |
| Interpretation of Natural Resources   | X                        |                          |     |    |           |
| Park Reservations and Special Event Management  | X                        | X                        |     |    |           |
| Enforcement and Monitoring of park reservations   | X                        | X                        |     |    |           |

Fort Ward  
Memorandum of Understanding

|   | <b>RPCA</b> | <b>OHA</b> | <b>TES</b> | <b>GS</b> | <b>Volunteer</b> |
|---|-------------|------------|------------|-----------|------------------|
| Management of onsite reservations   | X           |            |            |           |                  |
| Maintenance of museum building, Officer's Hut, and Fort Gate as designated on Map C |             | X          |            | X         |                  |
| Museum building, Officer's Hut, Fort Gate CIP projects as designated on Map C       |             | X          |            | X         |                  |
| Maintenance of grave/burial sites as designated on Map A                            |             | X          |            |           |                  |
| Maintenance of restroom and storage facilities as designated on Map C               | X           | X          |            | X         |                  |
| Maintenance of two sheds in Adams memorial/grave area as designated on Map C        |             | X          |            |           |                  |
| Maintenance of amphitheater/storage area as designated on Map C                     | X           |            |            |           |                  |
| Park buildings CIP projects as designated on Map C                                  | X           | X          |            | X         |                  |
| Design and determining location of new park or museum/fort buildings and structures | X           | X          |            | X         |                  |
| Tree litter and leaf pick-up/removal  | X           |            |            |           |                  |
| Snow removal as indicated on Map B  | X           |            |            |           |                  |
| Bags of ice melt dropped at museum if necessary                                     | X           |            |            |           |                  |
| Coordination/ Meeting schedule  | X           | X          | X          | X         |                  |

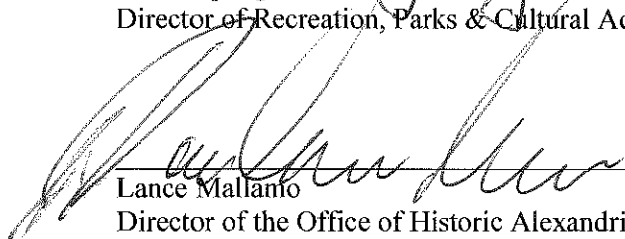
Fort Ward  
Memorandum of Understanding

Allocation and use of the park and museum structures is as shown on Map C.

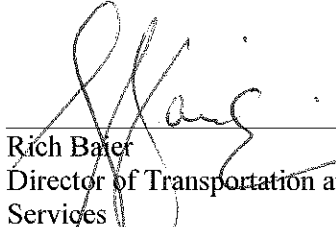
We, the undersigned, agree to the items as outlined and defined in this memorandum of understanding:

  
James Spengler  
Director of Recreation, Parks & Cultural Activities

Date: 9/12/2011

  
Lance Mallamo  
Director of the Office of Historic Alexandria

Date: 9/08/2011

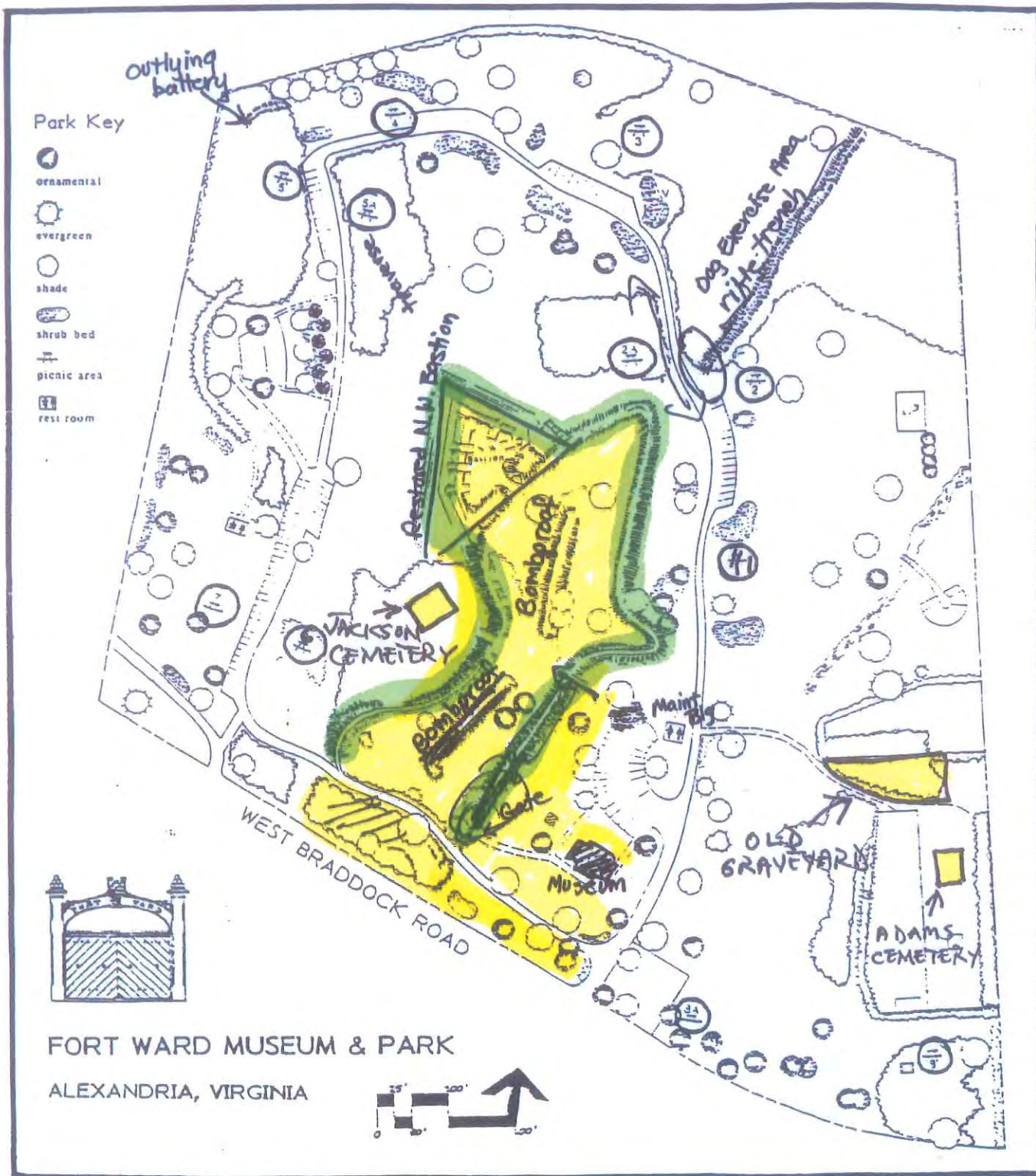
  
Rich Baier  
Director of Transportation and Environmental  
Services

Date: 11

  
Jeremy McPike  
Director of General Services

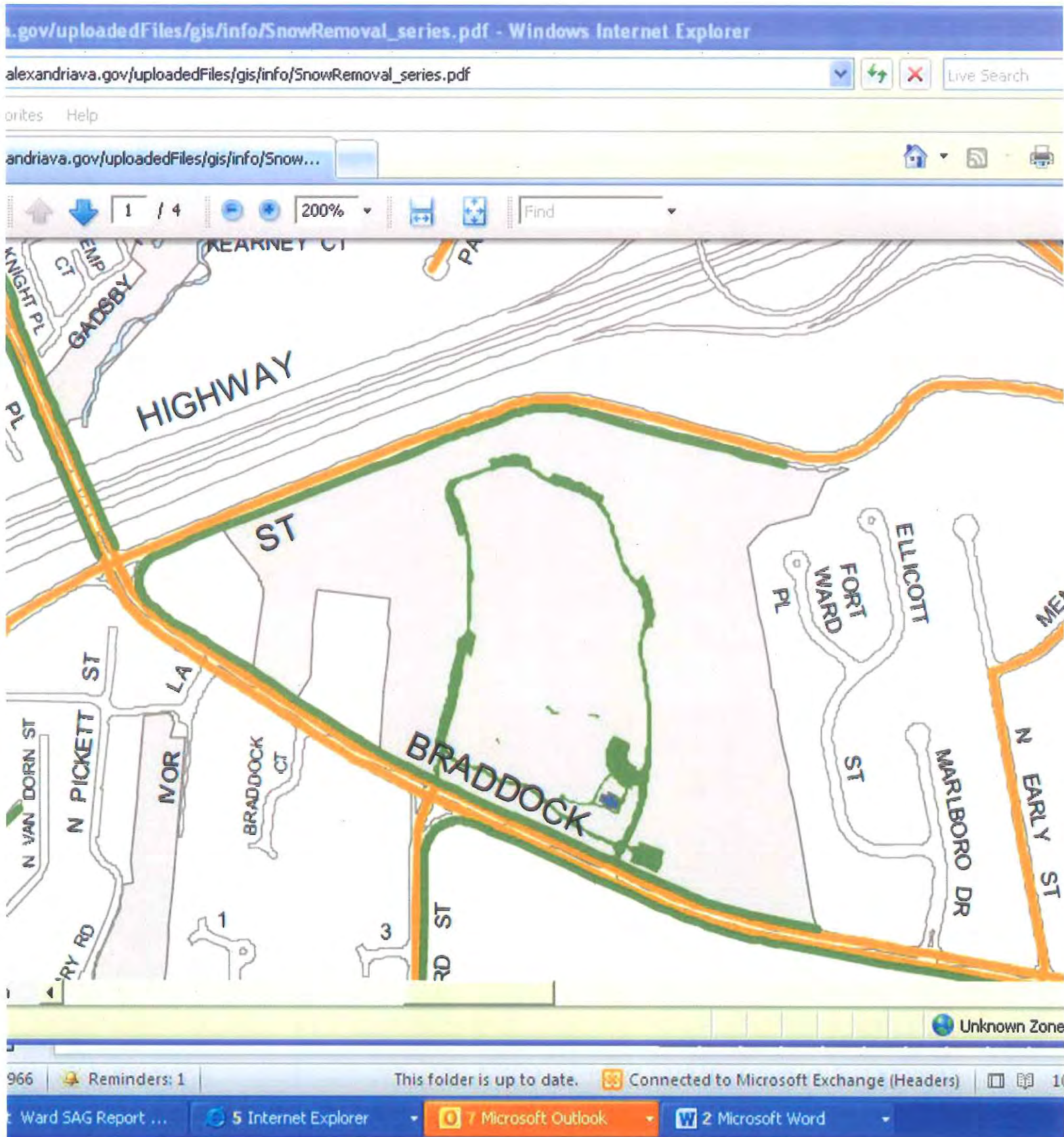
Date: 9-9-11





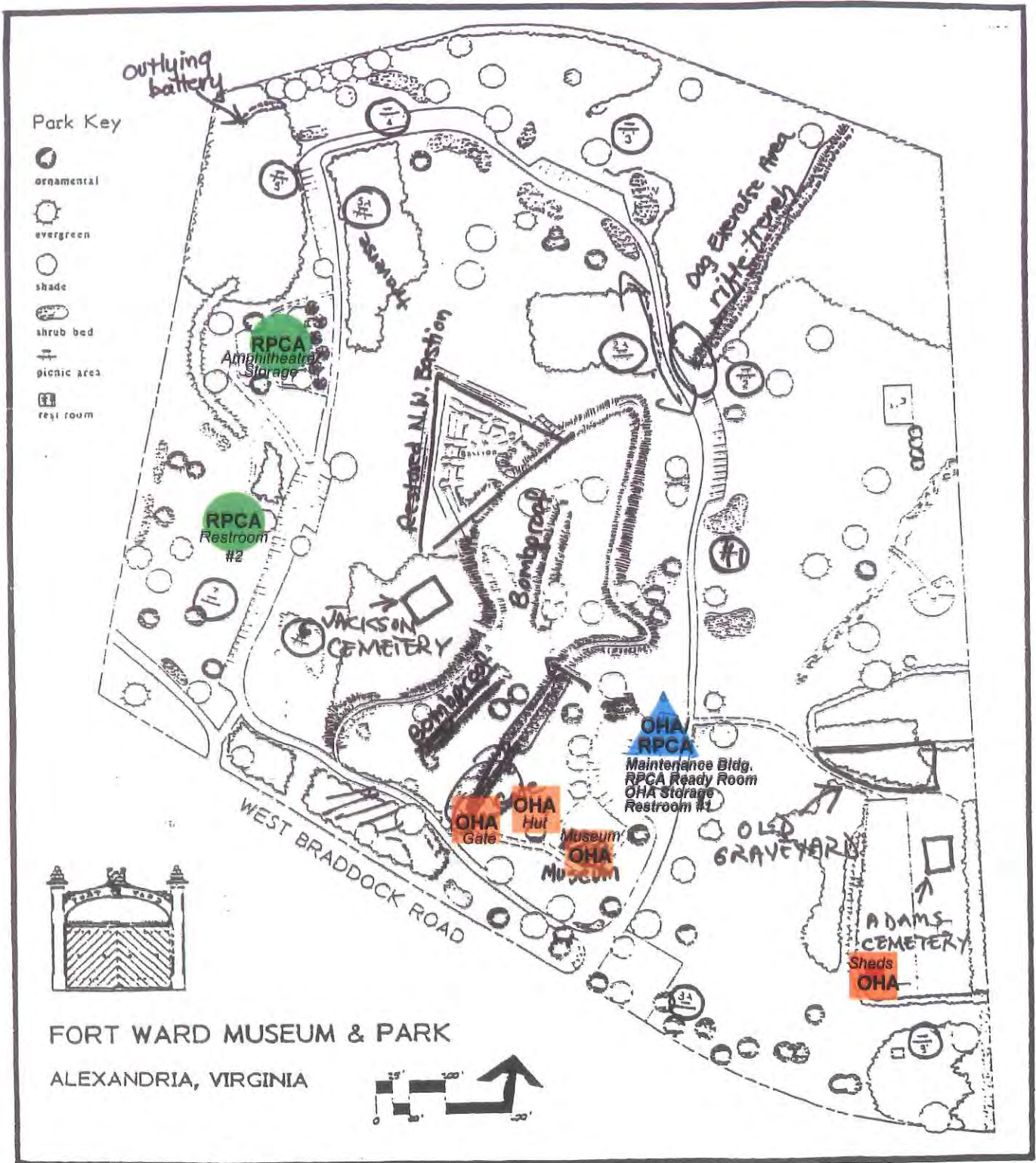
**Map A**





**Map B**





KEY



OHA

Building Maintenance in conjunction with General Services



## Map C

# **Fort Ward Park and Museum Area Interdepartmental Memorandum of Understanding Guidelines for Ground Disturbance, including Process and Procedures to Protect Cultural Resources**

**DRAFT** Addendum to Annual M.O.U. (August, 2014)

The following definitions, process and procedures relate to any ground disturbing activities at Fort Ward Park. They apply to City employees, City contractors, and any volunteers.

## **I. Notification**

Notify the Office of Historic Alexandria (OHA) 7 days in advance of the commencement of any ground disturbing activities to take place in areas on the map shaded Yellow or Red (attached). Notice of ground disturbing activities must also be posted within the park and at the Fort Ward Museum 7 days in advance of such work.

## **II. Definitions - Levels of Ground Disturbance**

The Management Plan documents and maps the levels of ground disturbance permitted in all areas of the park based on archaeological findings and potential (See attached map).

Green Shading: Minimal Ground Disturbing Activities (aeration, stump grinding, tree planting and soft path construction) allowed. Ground disturbance is acceptable.

Green shading delineates areas where archaeological excavations have indicated that there is previous disturbance and/or low potential for significant archaeological resources to be present.

Yellow Shading: No Ground Disturbing Activities without review by the Office of Historic Alexandria (OHA). Ground disturbance shall be minimized. All proposed ground disturbing activities are to be reviewed by OHA prior to start of work. OHA will assess the impact of the proposed ground disturbance on potential archaeological resources based on the location and scope of the project and determine what is required to preserve cultural resources. OHA will require and implement preservation actions, if needed.

Yellow shading delineates areas where concentrations of artifacts (relating to Native American, Civil War and African American periods of use and occupation) were discovered and where African American structures and households were present.

Red Shading: No Ground Disturbing Activities allowed without archaeological review and investigation by OHA. Ground disturbance shall be avoided, if possible. All proposed ground disturbing activities are to be reviewed by OHA prior to start of work. Acceptable types of ground-disturbing activities in red shaded areas include interpretive

elements (signs, etc.) and those necessary for protection of environmental or cultural resources, including stormwater management. OHA will assess the impact of the proposed ground disturbance on potential archaeological resources based on the location and scope of the project and determine what is required to preserve cultural resources. OHA will implement preservation actions, if needed. For any ground disturbance greater than six inches (6”), implementation of preservation measures will be required. For ground disturbance less than six inches (6”), OHA must be on site prior to the commencement of activity to conduct a preliminary assessment of any potential impact to resources and to determine if preservation measures need to be implemented.

Red shading delineates areas where cemeteries or graves of the African American community are present or possibly present, and where earthworks relating to the Civil War fortifications exist.

### **III. Processes and Procedures for the Protection of Cultural Resources - Levels of Ground Disturbance**

- Notify OHA a minimum of seven (7) days before work is to begin in Yellow Shaded and Red Shaded areas.
- Courtesy notification preferred for work to take place in Green Shaded areas.
- OHA will review the proposed work site and, when necessary, clearly work with RPCA and T&ES to mark off areas where ground disturbance may occur in accordance with the Management Plan.
- All capital projects (i.e., planned site improvements) shall include funding and related resources for archaeology in the project timeline and budget. Regardless of location, all ground disturbers must be made aware of the **Call If Finds** requirement in Section IV—Responsibilities of Ground Disturbers, no matter how small the ground-disturbing activity.
- There will be no disturbance to identified burial locations; all burials will be protected in place. If evidence of burials is discovered during any ground disturbing activities, OHA will immediately update the map showing levels of ground disturbance to ensure that the area of the burials is shaded red. The newly discovered burials will also be protected in place.

### **IV Responsibilities for Ground Disturbers**

- If an archaeologist is not present, call Alexandria Archaeology immediately (703-746-4399) if any buried structural remains (wall foundations, wells, privies, cisterns, etc.), bones, or concentrations of artifacts (including wood fragments) are discovered during ground disturbing activities. Work must cease in the area of the discovery until a City archaeologist comes to the site and determines the appropriate preservation action.

- For any emergency situation requiring immediate attention to ensure the safety of park visitors and staff, OHA must be contacted and alerted to the situation and necessary response.

V. **Responsibilities for OHA**

- Upon notification, review ground-disturbing activities to determine the need for preservation actions and the type of action that is required.
- Implement the required preservation action, which may include:
  - Monitoring ground-disturbing activities.
  - Conducting an archaeological excavation in concert with the ground disturbance.
  - Conducting an archaeological excavation prior to the ground-disturbing activities.

DRAFT

## **Attachment 6: Letter from Dissenting FWAG Members and City Response**

This document includes responses from staff from the Office of Historic Alexandria and Departments of Recreation, Parks and Cultural Activities and Transportation and Environmental Services to the letter outlining the outstanding concerns raised by the Oakland Baptist Church, Seminary Civic Association and Fort Ward and Seminary African American Descendants Society representatives. Responses are itemized following the identified concerns.

### **Outstanding Concerns with the Final Draft Management Plan for Fort Ward Park and Museum**

#### **Oakland Baptist Church**

#### **Seminary Civic Association**

#### **Fort Ward and Seminary African American Descendants Society, Inc.**

**September 9, 2014**

On August 13, 2014 the Fort Ward Park and Museum Advisory Group appointed by the City Manager met to discuss the Draft Management Plan for the area, including summary work done by Lardner/ Klein Landscape Architects, the History Report done by Dr. Moon, and the Drainage Plan done by the URS Corporation. At the meetings end the Council Chair made a motion to approve the documents and send them forward for further commission and public review and eventual review and approval by the City Council. A vote was taken and the motion carried 6 to 3 in favor of the action.

Voting against the motion was the Oakland Baptist Church, Seminary Civic Association and the Fort Ward and Seminary African American Descendants Society, Inc. The following report has been prepared at the urging of the Advisory Group and the Directors of the City of Alexandria Office of Historic Alexandria and the Department of Recreation, Parks and Cultural Activities. It outlines the concerns of the three organizations that voted against the motion and is intended to be included in the packet to be presented at the September 10, 2014 public meeting on the Draft Management Plan.

It is important to note that the concerns that are described in the following sections are ones that we raised initially at the March 18, 2009 public meeting on Fort Ward Park and throughout the advisory group process. As you may recall the most important concerns that we identified at that meeting were:

\* Find the graves and burial areas within the historic park and treat these sacred places with respect;

\* Stop the water running off parkland from entering the Oakland Baptist Church Cemetery and damaging graves and gravestones;

\* Involve the community, early and throughout the entire process, in the history and interpretation of the story of African American families who lived at the Fort before the creation of the park.

These concerns have been shared with the advisory group members, city department heads and local elected officials throughout the five years we have been working with the city. Frankly our concerns have not changed since day-one and we have voiced them throughout the process.

The major reasons we voted against approving the Draft Management Plan for Fort Ward Park and Museum are:

1. The Draft Plan was to include the Drainage Plan and History Report. These documents were not provided to our advisory group members with adequate time to review them before the vote. We were unwilling to approve documents we did not review.

Response:

In March and May, 2014, the descendant community met with OHA staff and the history report author, Krystyn Moon, Professor of History and Program Director of American Studies at the University of Mary Washington, to discuss their comments on the history of the Fort community. Dr. Moon worked with the descendants, emailing throughout the spring, to address and/or incorporate any needed revisions or additions. In June, with the approval of the descendants, a revised draft of the report text was distributed to the Fort Ward Advisory Group and posted on the City's website for a public comment period. In July, a public presentation of the history research and report was made at an Advisory Group meeting. The group later voted to include the report with the management plan when it went forward to City Council.

Copies of the first draft of the Master Drainage Plan were hand delivered to members of Oakland Baptist Church on February 24, 2014, prior to the public meeting to discuss the plan on May 7, 2014. Comments were solicited and received until May 21, 2014. Members were informed that the revised draft was scheduled to be available near the end of June 2014. Following internal review it was made public on the RPCA website at the end of July 2014 along with the response to comments. Hard copies were distributed to members on August 8, 2014. It was noted to members that the comments received did not substantively change the Master Drainage Plan and the three recommended proposed projects were mostly unchanged. The public meeting to discuss the plans and vote for acceptance was on August 13, 2014.

2. The History Report that was acted on at the August meeting was not the final draft document that was prepared by the consultant for the Office of Historic Alexandria. Further, the final draft document was not provided to descendant family



members of Fort Ward or our advisory group members with adequate time to review them before the vote.

Response:

The final draft of the history report text did not differ substantively from the revised draft approved by the descendants. It incorporated the correction of typographic errors, the addition of several citations, and a few paragraphs integrating additional research brought to light by the one individual who responded during the public comment period. These additions only further enhanced the document. This draft was circulated to the descendant community and the Fort Ward Advisory Group at the end of August. After this draft circulated, one minor adjustment to the title and role of one individual in the Acknowledgements was made. The final draft of the text was posted on the City's website in October and is the version that is now included as a reference document only (the History Report was not used in the management plan) with appendices of the management plan for review by Council. Graphics will be added to accompany and illustrate a final report in the near future.

3. The History Report did not include any of the oral history interview information about the location of graves and the removal of grave stones from descendant family members of Fort Ward and past and current employees of the City of Alexandria. These interviews, which were promised to be done by the Director of the Office of Historic Alexandria, have, or are likely to have, important information on the location of family graves within the park.

Current and former employees of the city, as well as descendant family members, have first-hand knowledge that can be used to more accurately complete the final draft management plan. This information, if included, would provide important facts that have been omitted by city researchers.

Response:

The consultant for the history report was to complete a document-based study that considered a series of questions developed by the Fort Ward History Group about the Fort community, compiled the data already collected by the Fort Ward History Group and other volunteers working with city staff (including land records--a complete chain of title for all properties that now comprise Fort Ward Park, as well as previous oral history interviews), and incorporated additional documentary research on the history of the community and the acquisition of the land by the City for creation of Fort Ward Park. The report exceeds these goals.

OHA has recognized that there is a need for additional oral histories of descendant family members that could provide insight into grave locations and other activities of daily life of the community. In December, 2013, OHA offered to set up a separate contract with funds available in Fiscal Year 2014 for the descendant community to choose an oral historian to conduct interviews of family members so that the more personal story of the

community history could be documented and written. The descendant community declined to take advantage of this offer before the fiscal year ended, and this funding is no longer available. OHA has always considered that both the oral history and the documentary study perspectives have great value in interpreting The Fort community.

OHA is committed to continuing to pursue an understanding of the history of the community and the locations of additional burial areas within the park through oral history interviews of current and past employees who have knowledge of the past activities in the park. To date, two oral history interviews have been conducted within the ability of the department's annual work plan. Transcribing, a time-consuming task which is completed by volunteers, and editing, done in consultation with the interview subjects, are in process. When approved by the interviewees, the transcripts will be made available to the public on the City's website. Additionally, the directors of RPCA and OHA have questioned current City employees about their knowledge of graves in the park, but little information was obtained.

4. The History Report was done contrary to the promises made by the Director of the Office of Historic Alexandria with regard to the involvement of the descendant family members. We were told by city managers that this was our story to tell. The draft report was prepared by a consultant with questionable expertise in African American history and without public notice and early and frequent input from family members.

Response:

While OHA recognizes that there has been considerable objection on the part of the descendants to the manner in which the history report was prepared, OHA stands by its choice of Dr. Krystyn Moon as an extremely competent historian with impeccable academic credentials to complete this document-based study of The Fort community. Her teaching and research fields include race and ethnicity, and the document itself speaks to her abilities as a researcher. She is also a resident of the City of Alexandria with a desire to promote an understanding of the history of the community where she makes her home. At this point, except for photos and graphics, the report is complete, and the descendant community members have had ample opportunity to edit, revise and add to the document. Their representatives permitted the document to be presented to the public and included in the management plan. Dr. Moon's work has also been used by the descendants in order to demonstrate why the name of the development in the Woods Avenue area should be changed. In addition, as mentioned in the response to Comment 3, the descendants were given an opportunity to conduct oral history interviews and write the story from a different perspective.

5. The Draft Drainage Report does not address the illegal actions taken by the City of Alexandria, to modify the use and condition of the park's maintenance yard uphill and next to the Oakland Baptist Church Cemetery, that have created runoff problems. The proposed solution to water running off of parkland into the cemetery is to add soil and rock on top of, and adjacent to, known and likely graves despite the concerns of descendant family members, the Seminary community, and leaders of the Oakland

Baptist Church. The solution does not address water flowing through the gravel, placed without permits or public notice, in the maintenance yard and into the cemetery.

The report's solution for managing water flowing through the ravine between the Short's property and the cemetery does not recognize or respect the graves that have been reported in this area. Unfortunately the report seems to embrace the idea that city leaders consider that it is acceptable to further bury family graves with soil and rock as a way to protect and honor them.

Response:

The Master Drainage Plan does not attempt to address past City actions that may or may not have altered conditions that may or may not be contributing to existing conditions found in the field. The intent of the Master Drainage Plan was to begin the analysis with the existing conditions as they were observed at the beginning of the project. All solutions were formulated to mitigate existing problems as they were observed or implicated by the consulting team using accepted standard engineering practices and principals. One of the conclusions made by the consulting team is that prevailing drainage patterns and runoff quantities and flow rates *are not mitigated nor reduced by the removal of imported fill material found in the old maintenance yard.*

The archaeological investigations do not indicate that the gravel fill on the maintenance yard is as deep as suggested by the descendant community. The gravel appears to be only about ½ to 1 ½ feet in depth.

The Fort Ward Advisory Group and descendant community have been told on numerous occasions that the berm to improve storm water runoff into the Oakland Baptist Cemetery is to contain clean fill soil, not rocks. It has also been pointed out that clean fill has been placed on top of the graves at Freedmen's Cemetery. In fact, one stipulation by the Virginia Department of Historic Resources was the placement of at least two feet of fill on top of graves at Freedmen's to help ensure their future protection.

Nevertheless, OHA acted when the descendant community protested the placement of a berm on top of burials. To further discussion on this issue and to determine whether graves are actually present in the proposed berm area, OHA is currently conducting an archaeological investigation of the locations, as provided for in a 2012 allocation by Council that set aside funds to conduct archaeological excavations to ensure grave protection prior to drainage improvements. At the time of the staff report preparation, approximately 50% of the proposed berm area has been investigated, and no grave locations have been identified. Given the weather conditions, the remaining portions may not be investigated until spring. OHA/RPCA/T&ES have all indicated that the proposed berm locations can be changed to avoid impact to graves and other cultural resources.

Prior to any modification in the ravine, which is part of the concepts for the large-scale, future stormwater management project, archeological work will be completed to look for evidence of graves. As in all cases of proposed ground disturbance and stormwater

improvements, plans will be altered to ensure that burials and other sensitive areas are protected in place.

6. The draft final plan's proposal for additional archaeology relies on the Office of Historic Alexandria, or their consultants, to determine in advance of development decisions whether or not there are graves or historical, cultural or archaeological resources present. This is the same approach that was used in the past and has resulted in the destruction, degradation and disrespect of African American graves and artifacts from the Fort community. Unfortunately over the last seven years that this effort has been underway leaders of the Office of Historic Alexandria have not repaired or built up trust with the descendant families, Seminary community and church leaders to be able to return to a status-quo approach. In fact recent comments about the treatment of graves within the park have further eroded trust that was severely damaged by the past approval of illegal activities within the park's maintenance yard.

Response:

A great deal of archaeological work has been conducted to identify the locations of sacred ground and potentially significant buried resources. Approximately 1,400 shovel test pits were excavated to look for concentrations of artifacts associated with The Fort community, Native Americans and other occupants of the park. Metal detection was conducted to identify clusters of Civil War activity outside of the fortifications. More than 100 areas were scraped by a backhoe or hand-excavated to look for evidence of graves and other large features such as foundations or wells and privies.

The investigation identified 20 areas with potential to yield significant information about daily life in the African American community as well as 4 verified sacred burial areas with 43 grave locations discovered plus an additional 7 possible cemetery areas. As indicated in the summary of the archaeological investigations included as Appendix II of the plan, the investigations have led to the delineation of levels of protection for areas across the park, and the management plan incorporates these levels into the determination of proposed and allowable actions. The process to ensure preservation of resources is specified in both the management plan and the addendum to the MOU, which is included as Appendix IV of the plan.

OHA understands the critical nature of identifying burial locations within the park. The draft management plan and both Appendices II and IV clearly specify that known and potential grave areas are in maximum protection zones and that all areas with graves are to be treated as sacred places. Any changes planned in these sacred areas are to be consistent with this designation. Placing interpretive elements or markers and addressing potential safety or environmental concerns are the only types of development that should occur. If any ground disturbance is to be done in these locations (e.g, for placement of fences or interpretive signs, planting of trees, etc.), archaeologists will investigate the areas to ensure that no graves will be disturbed. If graves are discovered, locations will be altered to ensure that all burials are protected in place.

It should also be stressed that the management plan is not a static document. Outside of the sacred ground, there is a procedure in place for archaeological investigations to occur prior to ground disturbance in the High Protection Areas, the areas around the homes of The Fort community, where descendants think that additional family graves may be present. In other areas, monitoring by City archaeologists will occur. A few areas have been identified on the basis of the archaeological and historical research where ground disturbance may occur without archaeological investigation. However, in all cases, both City staff and all consultants working in the park are required to call Alexandria Archaeology if buried features or concentrations of artifacts are discovered when an archaeologist is not present. Any additional grave locations identified will be considered sacred ground and subject to maximum protection, as are all the currently identified known and potential grave areas. These procedures are all specified in the management plan and associated appendices.

7. The Memorandum of Understanding, between those city departments that have responsibility for management, use and development of Fort Ward Park and Museum, was to be included in the Final Draft Management Plan with a section describing the process for research, review, public input and approval of ground-disturbing activities within areas of the park that are known to have, or likely to have, graves. The Memorandum, as described at the meeting, was not included in the final draft.

Response:

The MOU between city departments is and was included as an attachment to the Management Plan. The additional attachment to the MOU, a protocol and process for ground disturbance activities, was discussed and agreed to at the August Advisory Group meeting where the representatives of the Seminary Civic Association, Oakland Baptist Church and the Fort Ward and Seminary African Descendants Society representatives voted against moving the plan forward. The document could not be considered or included in the draft prior to that meeting because the discussion had not yet occurred.

8. The overall report offers few if any of the recommendations made by the initial advisory group. Rather it relies on a menu of ideas to choose from. Many of the ideas suggested call for additional city-funded consultant studies to further review and determine actions for the management, use and development of Fort Ward.

Response:

The 2011 Final Report and Recommendations of the initial advisory group had five priority recommendations (Executive Summary Attachment). 1) Prepare a Fort Ward Master Plan; 2) Complete the archeology investigation at Fort Ward; 3) Address infrastructure issues such as stormwater run-off, topsoil conditions and relocate the playground to the western side of the park; 4) Focus on tree care and create a tree planting plan in coordination with OHA's archeological findings and clean-up/restore the old maintenance yard; and 5) Use best management practices in choosing mowing and

turf management practice. In response to the first recommendation, staff suggested, and City Council approved moving forward with a management plan for the park. The management plan addresses the remaining four recommendations, along with the majority of the more specific items under each of those recommendations. In addition, in consultation with the subsequent Advisory Group, some of the initial recommendations were initiated during the planning process, including improved turf care to reduce run-off and erosion, additional archeology work, identification of tree planting locations, and transfer of responsibility for the care of all archeological sites to the Office of Historic Alexandria (including the burial sites in the old maintenance yard). Finally, the initial group recommended that a follow-up group be created, and that new group was in place from September 2012 to September 2014 to advise staff on the development of the management plan. Many of the recommended actions in the management plan came directly from the 2011 Recommendations and reports/recommendations written by the subsequent Advisory Group in 2012 and 2013.

9. The report does not provide the families of those buried in the park with the opportunity to determine the way family graves will be protected from visitor use, maintained, and identified. It appears that these burial areas are to be managed as recreation areas rather than a cemetery or historic area. Discussions with the leaders of the Office of Historic Alexandria indicate that the city has acquired and would like to use headstones that are not consistent with the wishes of family members.

In addition, many descendant family members and leaders of the Oakland Baptist Church believe that known family graves, within the park, are not being protected or managed by the city. The Jackson family burial area and the Old Grave Yard are poorly maintained, not protected from recreation use, need to be fenced and have signs posted urging respect for these places. It is strongly contended by the descendant families, community and leaders of the Oakland Baptist Church that The Old Grave Yard was originally part of the Oakland Baptist Church Cemetery before the city revised the cemetery boundary as part of a trade of lands. This sacred area, which contains many graves, should be incorporated back into the cemetery so that it will receive protection.

Response:

The management plan calls for the demarcation of the grave areas to identify them as sacred places and protect them from recreational use (Action item on I-27). The plan also recommends that maintenance of those areas is also transferred to OHA, with a trained contractor, through an updated MOU. Some archaeological excavations have already been conducted with this goal in mind.

The stone quarry consultant working with the Freedmen's Cemetery developer donated 50 additional stones valued at \$5,000 (identical to those used to mark graves at Freedmen's Cemetery) to the City for use as grave markers in other cemeteries, and OHA accepted this offer and suggested that these be placed at Fort Ward. OHA believes that

marking the individual burial locations within The Fort, along with a delineation of the burial areas, offers increased protection from future disturbances and helps to ensure that the use of the areas as burial grounds will not be forgotten. The donated markers have not been put in place because of objections of some members of the descendant community regarding aesthetics related to the type of stone that is available. As a result, OHA recommends that this issue be deferred until the Interpretive Plan for the park is fully developed.

Deed research has indicated that Oakland Baptist Church never owned the Old Grave Yard area. According to the deeds, the land switch mentioned in the comment above refers to property to the north of the original Oakland Baptist Church Cemetery parcel, not to the Old Grave Yard area, which is to the south. Of course, this does not mean that the Old Grave Yard was not an integral part of The Fort community as it developed over time, and this has been recognized by OHA on numerous occasions. RPCA and OHA are open to considering an agreement with Oakland Baptist Church for the church to assume enhanced maintenance responsibilities for the Old Grave Yard area.

10. The draft report makes no mention of the events, problems and concerns that led City Council to take action to improve the city's management, protection and use of Fort Ward Park. The report does not acknowledge any of the past and more recent actions that city departments have taken that show a disregard to past and current African Americans with family ties to the park and cemetery.

Response:

The management plan includes discussion of recent history and actions on pages II- 1.2 and II-1.3, II-2.7 -2.13. The management plan was contracted and designed to look to the future to take into account the various uses of the park and make recommendations about changes in use, interpretation, and management practices. The recommendations strive to ensure that staff of the various City departments work together to manage the park while protecting culture resources.

An important chapter addresses future interpretation of The Fort community in the park and includes a recommendation to set up an Interpretive Planning Committee to provide guidance on inclusion of interpretive elements to accomplish this goal. RPCA and OHA requested funding to prepare an Interpretive Plan for the park in the FY2016 budget.

In summary, the desire of the advisory group leader to move the incomplete draft final management plan forward the action to vote on the approval of the plan was premature. Despite the public and private money, time and effort that have gone into preparing these documents they still need revision before a management plan is ready to present to the City Council.

We request that we be given the opportunity to briefly present our concerns at the public meeting on September 10, 2014. Should you have questions please contact Frances Colbert Terrell at (703)379-9511.

Sincerely,

Lena Rainey, Oakland Baptist Church

Frances Colbert Terrell, Seminary Civic Association

Adrienne Terrell Washington, Ft. Ward and Seminary African American Descendants Society,



Attachment 7: Letters of Endorsement

November 24, 2014

The Honorable Mayor William D. Euille  
Members of the Alexandria City Council  
City Hall, 301 King Street  
Alexandria, Virginia 22314

Dear Mayor Euille and City Council Members,

During the past year, the Historic Alexandria Resources Commission (HARC) has reviewed the draft Fort Ward Park Management Plan and discussed the associated issues at Fort Ward Park. The Commission also viewed two presentations on the draft Management Plan provided by members of the Fort Ward Park and Museum Ad Hoc Stakeholders' Advisory Group and the Office of Historic Alexandria.

On May 20, 2014, HARC met at Fort Ward to inspect the physical area and discuss the goals and objectives of the Management Plan. After thorough review, HARC members voted unanimously to endorse the principles of the Fort Ward Park Management Plan. HARC believes that it is especially important to respect and preserve, to the extent reasonably possible, the cultural and historic resources of the Fort, including those of the people who once lived on the property. HARC also wants to emphasize that this is a management plan and will need to be revised over time to deal with changing circumstances.

Sincerely,

Bill Hendrickson, Chairman  
Historic Alexandria Resources Commission  
(HARC)



**Alexandria City Council - December 9, 2014**

**Fort Ward Park and Museum Area Management Plan Final Draft**



# Fort Ward Park and Museum



- Meaningful and Sacred Space
- Iterative Public Process
- Framework for Collaborative Work





# FWAG Origins



- **2008**
  - Neighbors and citizens noted concerns about overuse and disruptive activities at the park
- **2009**
  - Public meeting held to identify neighborhood issues as well as concerns related to damage to previous home and grave sites
  - Ad Hoc Fort Ward Park and Museum Area Advisory Group established by City Council (**FWAG**)
- **2010-2011**
  - First FWAG develops report and recommendations, including completion of a management plan for Fort Ward and creation of a new FWAG





# Charge to 2012 FWAG



- Provide RPCA, OHA and TES with recommendations on balancing park uses and implementing recommendations of the 2011 FWAG report
- Bring community values, knowledge, ideas and advice into the process of creating a management plan
- Act as liaisons for the neighborhoods and other interested parties in the development process of a management plan

# 2012 FWAG Membership



| <b>Group</b>   | <b>Member(s) <i>as of 1/2014</i></b>                        |
|--|---|
| • Park and Recreation Commission (3)                         | Ripley Forbes<br>Linda Ries (resigned 2014)<br>Robert Moir  |
| • Historic Alexandria Resources Commission (3)               | Charles (Chuck) Ziegler<br>Ellen Stanton<br>Janice Magnuson |
| • Environmental Policy Commission (1)                        | Ryan Sloan (resigned 2014)<br>Susan Gitlin (2014)           |
| • Ft. Ward/Seminary African American Descendants Society (1) | Adrienne Washington   |
| • Oakland Baptist Church (1)                                 | Lena Rainey   |
| • Seminary Civic Association (1)                             | Fran Terrell  |
| • Seminary Hill Association, Inc. (1)                        | Sharon Annear   |
| • Citizen at Large (2)                                       | James Walpole (resigned 2014)<br>Richard Brune              |
| • Citizen Living within One Mile Radius (1)                  | Vacant  |

# Civic Engagement



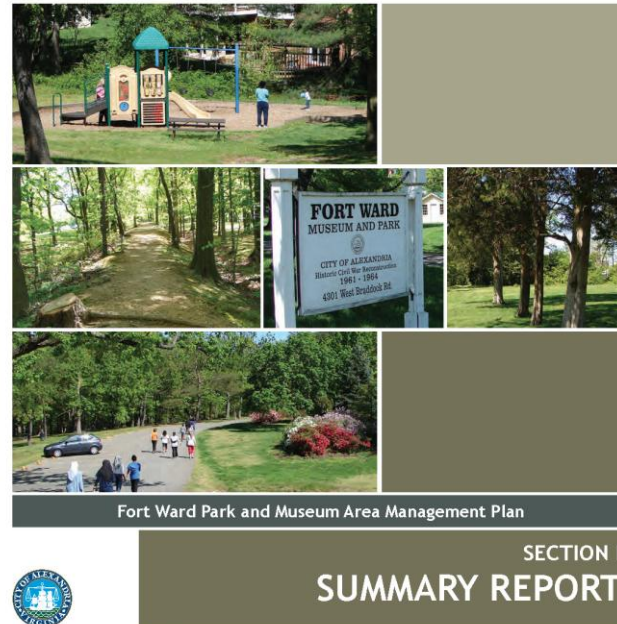
- 2012-2014: **18 FWAG Meetings open to the public**
- 6/2013: **Two Listening Sessions**
- Summer 2013: **Web Survey**
- 1/2014: **Draft Plan Released**
- 2/2014: **Public Meeting**
- 3/2014: **Public Open House**
- 9/2014: **Combined Commissions**
- 12/2014: **City Council Session**



# Management Plan



- Provides strategic guidance to park managers and operations for decision-making on complex issues regarding priorities, treatment and care of the park and its many resources



The City of Alexandria, Virginia

October 2014

**FINAL DRAFT**





# FWMP Plan Focus



- Protect and interpret African American cultural resources and burial sites
- Redirect and reduce impact of stormwater runoff
- Balance historic, recreational and natural uses of the park
- Provide appropriate management zones and related best practices for routine park maintenance and operations
- Outline future park improvements, maintenance actions and needed funding

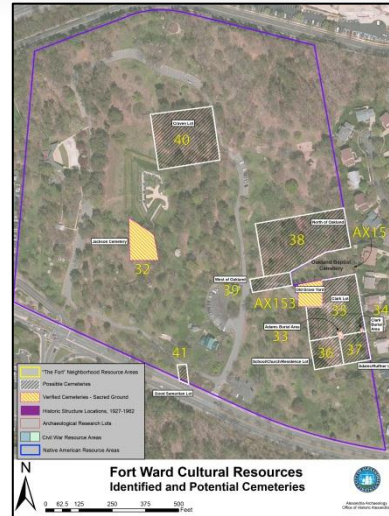
# Archaeological Investigations



More than 1400 shovel tests and more than 100 units and backhoe-scraped areas excavated



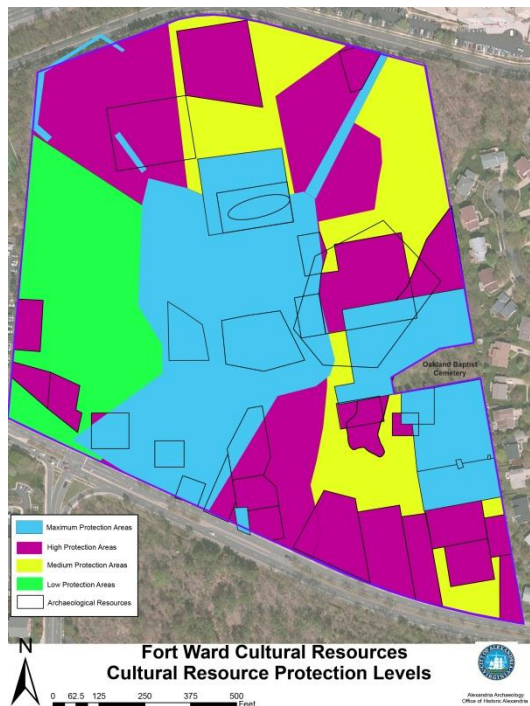
# Archaeological Results



- Evidence of Native American occupation
- Four Civil War resource areas outside of the fortifications
- Four burial areas with 43 grave locations identified
- Seven additional possible cemetery locations identified on the basis of documentary research and oral history accounts
- Locations of 31 resource areas associated with African American life in The Fort community

# Preservation Process Established

- Minimal Ground Disturbing Activities Allowed (such as aeration, stump grinding, tree planting, and soft path construction) without archaeological review
- No Ground Disturbing Activities Allowed without further review by OHA
- No Ground Disturbing Activities Allowed except for placement of formal interpretive elements with archaeological review and investigation





# Management Plan Structure

- Section I – Summary
- Section II – Chapters 1-10
- Appendices I-IV

Fort Ward Park and Museum Area Management Plan FINAL DRAFT October 2014 SECTION II: BEST PRACTICES - MANAGEMENT AND FUNDING

## Best Practices: Enhance Park's Accessibility

**Action:** Provide accessible parking and pathways for all park and museum features

**Benefits:**

- Provision of accessible parking for park visitors

**Application:**

- Develop accessible parking spaces in areas needed as indicated in Kinley-Horn 2012 reports; 12 spaces shown in diagram on left with additional spaces shown in gravel lot adjacent to athletic fields

**Methods:**

- Provide accessible parking spaces in the park by reconfiguring pavement grade, paving, striping, and location
- Existing gravel lots require surface for ADA parking spaces that meets ADA standards
- Upgrade or provide alternative access paths to site features, where possible incorporate proposed soft path alignment

**Monitoring:**

- Annually inspect facilities for compliance with ADA standards and regulations

**Reference to Management Plan:**

**Objective 1.3:** Support and finance enhancements to park facilities to meet the needs of the broadest array of park users

**Strategy 1.3.2:** Enhance park's accessibility and meet ADA standards

<http://www.ada.gov/reg2010/daa/business/summaryprimer2010.htm>



Diagram showing 12 spaces required to meet ADA standards, locations shown in red, prepared by Kinley-Horn 2012

**Goal 1 - Management and Funding** The City of Alexandria will support a broad array of users and uses by collaboratively managing the park and equitably investing in the Fort Ward Park and Museum Area as compared with other regional city parks and facilities. 14.10

## Fort Ward Park and Museum Area Management Plan

FINAL DRAFT

| Indicators (1)<br>(Reason)   | Inventory (2)   | Standards (3)  | Management Options (4)  | Bin | Indicator (5)  | Responsible (6)   | Priority  | Probable Cost  | Timeframe   | Responsible Party   |
|--|---|--|---|-----|--|---|---|--|---|---|
| <b>Section I: Preserve, Protect, Repair and Maintain Resources</b> The City of Alexandria, working with its boards and commissions, volunteers and park neighbors, will work to protect vulnerable park areas from adverse ground disturbing activities at level of permitted ground disturbance |   |  |   |     |  |   |   |  |   |   |
| • Produce additional knowledge and understanding of Fort Ward, Civil War Garrison area (barracks), ancillary fort buildings, outer works, covered way, rifle trench, artifact scatters   | • Perform site metal detector survey in conjunction with a ground-based laser survey of the extant earthworks<br>• Accurately record the current level of preservation and use this data for future monitoring and assessment<br>• Continue to add to existing site inventory of historic resource investigation  | • Use appropriate methods when conducting ground disturbing activities around the museum, parking areas and restrooms<br>• The potential exists for significant buried archaeological resources associated with the Civil War Garrison | • Consider the potential for significant buried archaeological resources associated with the Civil War Garrison when conducting any ground disturbing activities around the museum, parking areas and restrooms<br>• The park, east of the fort, has not been surveyed using field methods that would identify Civil War resources. Develop a long-term testing strategy that incorporates a metal detector survey<br>• Consider a ground based laser survey of the extant earthworks. This survey would result in accurate recreation of the current level of preservation and can be used in the future to monitor and assess the preservation of these features. |     | <b>Ground Disturbance:</b><br>• Investigate the Civil War Garrison (barracks) area in anticipation of potential parking lot reconfiguration and museum expansion using a site metal detector survey as first step<br>• Investigate outer works, covered way, rifle trench and artifact scatters using a site metal detector survey as a first step<br>• Perform a laser survey of the extant earthworks to use as baseline in future evaluations | • Annually update mapping and documentation on park resources, aggregating work completed through the year in one accessible document | <b>PRIORITY: High</b><br>• FWAG Members: Forbes, Washington - a, Terrell - a, Ziegler<br><b>PRIORITY: High</b><br>• City                  | \$60,500-90,000 for ground survey of earthworks and tie into GIS database; metal detector site survey, barracks archaeological investigation | 1-5 Years - laser survey of earthworks - tie into GIS database<br>1-5 Years - metal detector site survey, barracks archaeological investigation   | OHA, RPCA   |
| • Recognition of "The Fort" community for a larger audience, acknowledgment that the site has been home to different users over time, with varying stories to tell and resources to protect  | • Identify appropriately designed enclosure to put around perimeter of Old Grave Yard and the Jackson Cemetery, mark graves at the Clark Burial Grounds<br>• Incorporate larger story of place within specific periods of history and use patterns of site buildings and landscape features to assist in storytelling<br>• Identify the locations of "The Fort" community and establish protection strategies for maintaining above and below-ground evidence of "The Fort" community | • Continue to add to existing site inventory of historic resource investigation; make protection and interpretation of "The Fort" community resources a park priority  | • Identify resource protection and interpretation of "The Fort" community as a priority of park management<br>• Incorporate larger story of place within specific periods of history and use patterns of site buildings and landscape features to assist in storytelling<br>• Identify the locations of "The Fort" community and establish protection strategies for maintaining above- and below-ground evidence of "The Fort" community<br>• Place appropriately designed enclosure around the perimeter of Old Grave Yard and the Jackson Cemetery, mark the graves at the Clark Burial Grounds  |     | <b>Ground Disturbance</b><br>• Identify and design appropriate enclosure for cemeteries and burial grounds<br>• Archaeological investigation of School House/Church/Residence site   | • Annually update mapping and documentation on park resources, aggregating work completed through the year in one accessible document | <b>PRIORITY: High</b><br>• FWAG Members: Forbes, Washington - a, Terrell - a, Mor, Aeneas; Ziegler - a<br><b>PRIORITY: High</b><br>• City | \$25,000-40,000 for archaeological investigations  | 1-3 Years - Design and place appropriate enclosure at Jackson Cemetery and Old Grave Yard, mark graves at the Clark Burial Grounds<br>1-3 Years - School House/Church/Residence archaeological investigation<br>5 Years + Larger interpretive story development | OHA for archaeological investigation<br>RPCA and T&ES for enclosure design (do in conjunction with stormwater improvements)<br>OHA for larger interpretive story as part of Interpretive Plan development |



Fort Ward Park and Museum Area Management Plan



The City of Alexandria, Virginia

October 2014

FINAL DRAFT

## SECTION I SUMMARY REPORT

# Management Plan Contents

- The Plan outlines five goals with related prioritized actions
  - Goal 1: Management and Funding
  - Goal 2: Park Character
  - Goal 3: Landscape Cultural Practices
  - Goal 4: Educate and Engage Visitors
  - Goal 5: Enhance Park Facilities
- The Plan's appendices include
  - Drainage Master Plan
  - Archaeology Findings
  - History Report
  - Memorandum of Understanding (MOU) and Ground Disturbing Protocols



# Drainage Master Plan Recommendations

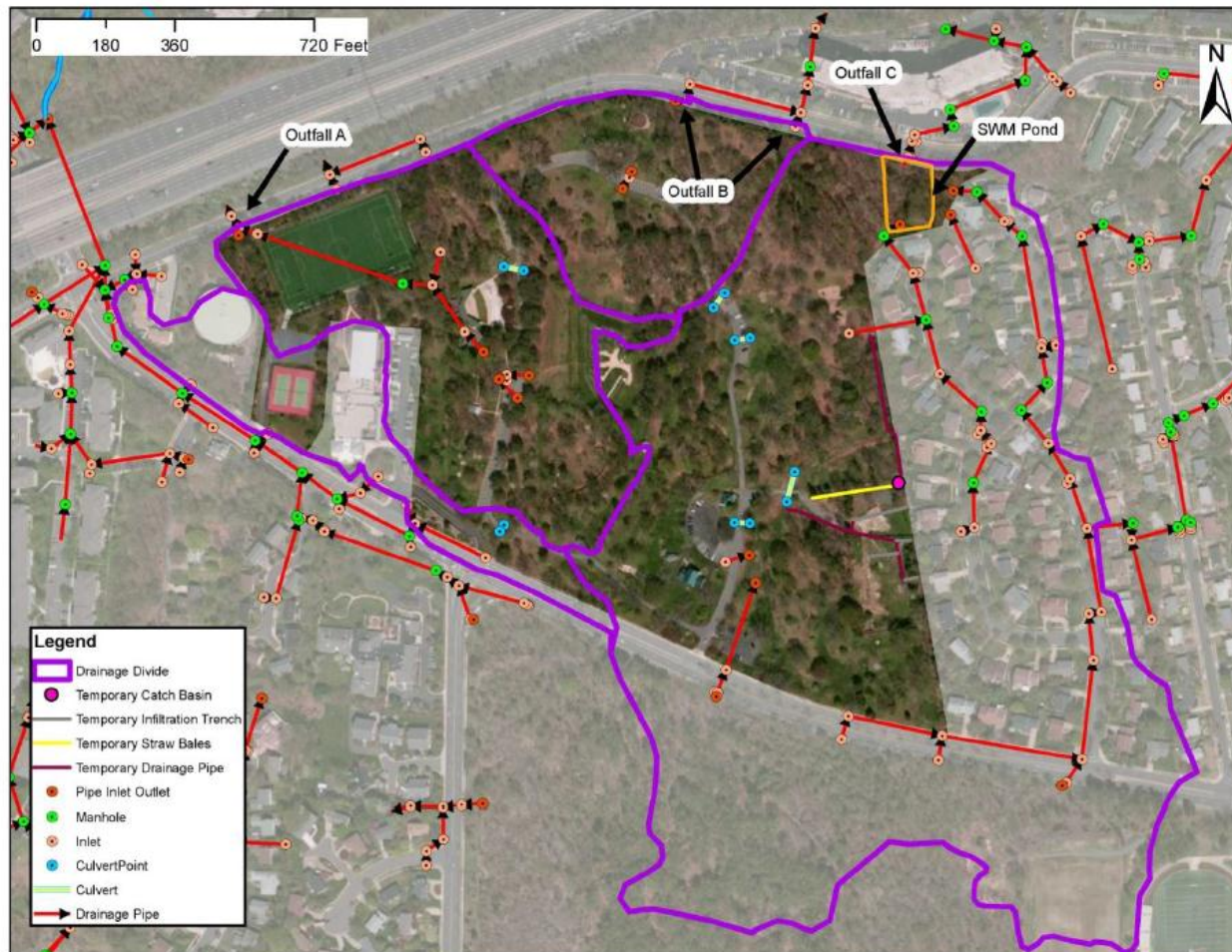


Figure 2: Drainage Patterns in Fort Ward Park

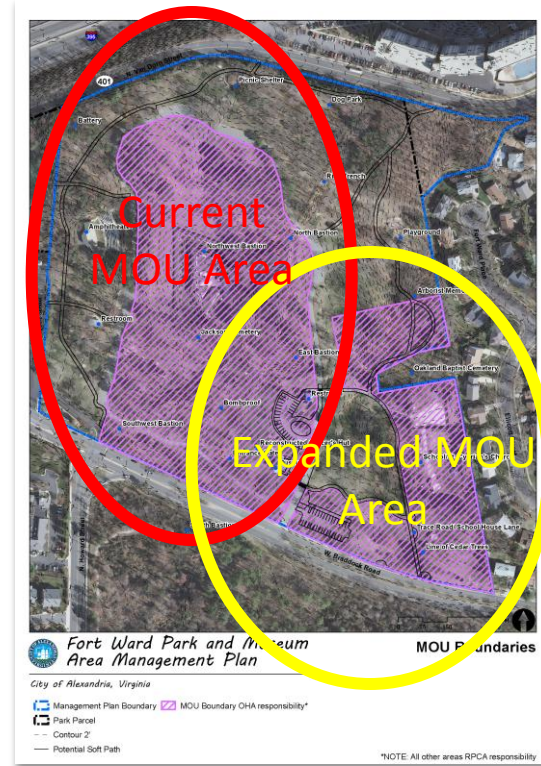


# Goal 1 – Management and Funding



## *Priority Actions Include*

- Review and Update MOU Annually – Include Ground Disturbing Protocol
- Link financial needs to other City-wide initiatives
- Improve ADA Accessibility for paths, playground, picnic areas, parking



# Goal 2 – Park Character



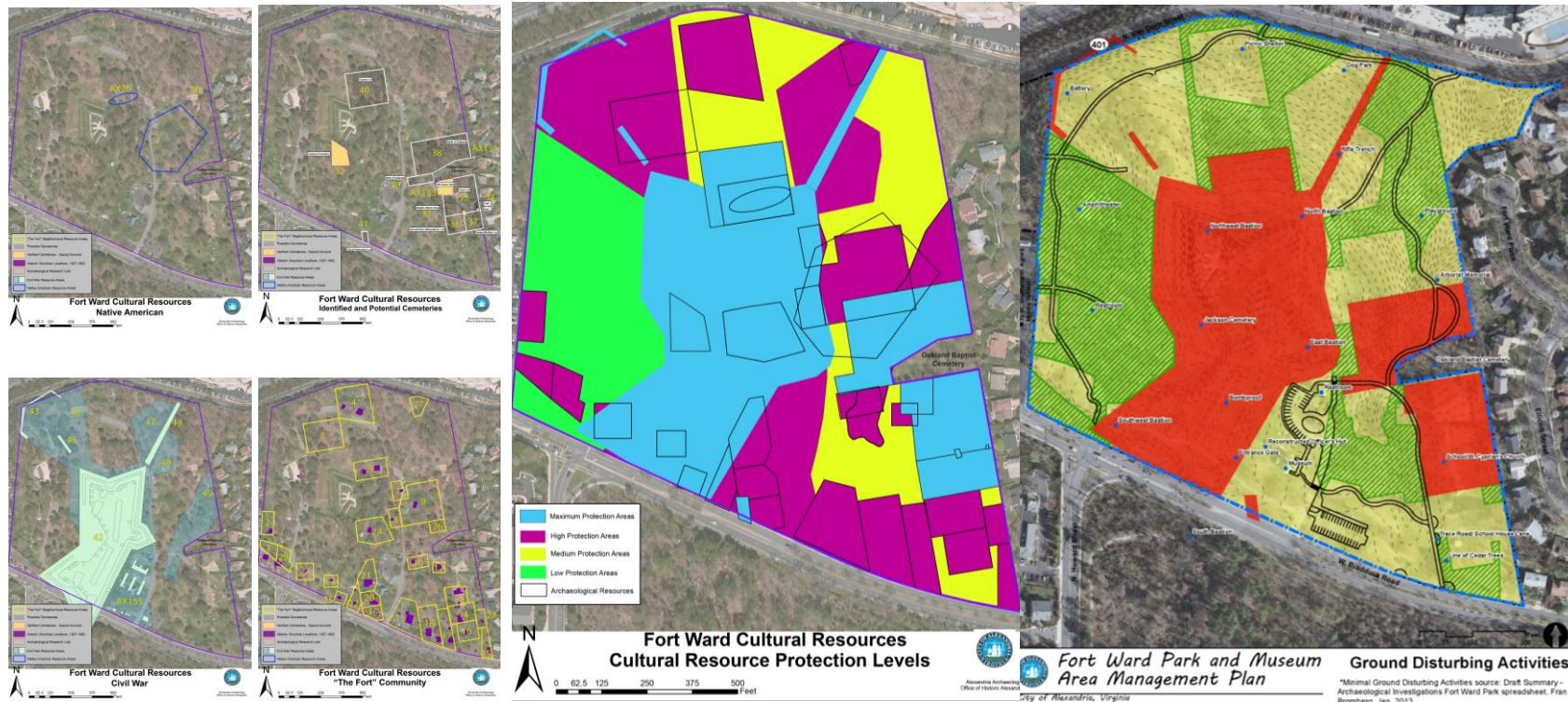
## *Priority Actions Include*

- Mark and protect unrecognized Civil War Archaeology, "The Fort" community and burial sites
- Redirect storm water and sheet flow away from sensitive cultural and recreational resources
- Protect earthworks and burial sites from undesignated foot traffic and unintentional recreation use



# Goal 2 – Park Character

- Identify degree of ground disturbance allowed
  - Minimal Ground Disturbing Activities (such as aeration, stump grinding, tree planting, and soft path construction)
  - No Ground Disturbing Activities Allowed without further review by OHA
  - No Ground Disturbing Activities Allowed except for placement of formal interpretive elements with archaeological review and investigation



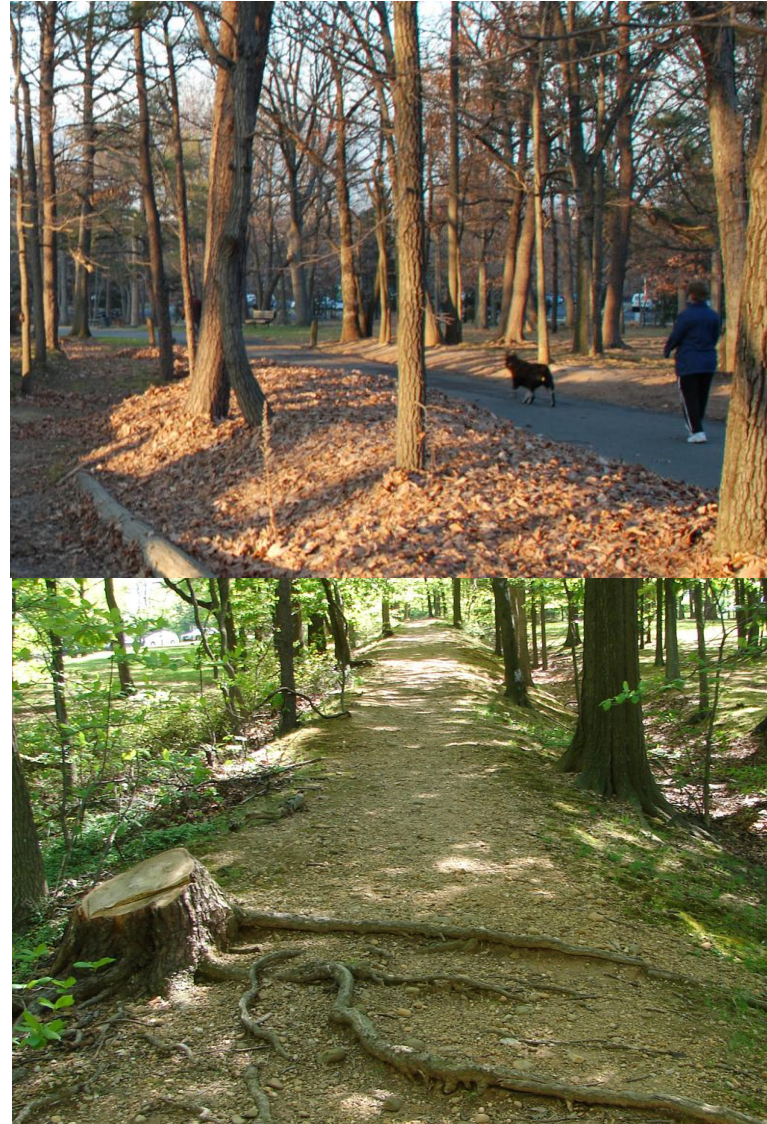


# Goal 3 — Landscape Cultural Practices



## *Priority Actions Include*

- Leaf litter treatment (*underway*)
- Core aerate soils to address compaction (*underway*)
- Plant new trees
- Remove inappropriate vegetation from earthworks, burial grounds and cemeteries





# Goal 4 – Educate and Engage Visitors



## Priority Actions Include

- Develop an Interpretive Plan – Civil War to Civil Rights  
*(OHA to formally invite key stakeholders from the Fort Ward and Seminary African American Descendants Society, Civil War historians, naturalists, educators and community representatives to participate in a new advisory committee)*
- Promote regional interpretation of the Defenses of Washington/Circle Forts
- Design and install an interpretive trail to organize the outdoor interpretive experience



Shorts House Investigation

# Goal 5 – Enhance Park Facilities

## *Priority Actions Include*

- Soft Path Interpretive Trail along park perimeter
- Clearly mark and develop two park access points from North Van Dorn Street
- Remove off-leash dog exercise area
- Relocate playground and Group Picnic Area 3 to western side of park











# FWMP Section I and II



- *Who is in Charge?*
  - **Goal 1: Management and Funding**
- *What Should the Park Become?*
  - **Goal 2: Park Character – Preserve, Protect, Repair and Maintain Resources**
- *How Should the Park Be Maintained?*
  - **Goal 3: Landscape Cultural Practices**
- *Which Stories Should be Told?*
  - **Goal 4: Educate and Engage Visitors – Share the Stories of Fort Ward Park**
- *Which Recreation Facilities Belong in the Park?*
  - **Goal 5: Enhance Park Facilities**

# Site History and Past Use



- First 35 acres of the 43.46 acre park obtained in the 1950's to preserve and reconstruct a portion of the fort for the Civil War Centennial and to establish a public park
  - Museum has an outstanding collection of Civil War artifacts, research library and educational and interpretive programming
- Site used as City Nursery and for maintenance operations
- Recent recognition of the century-long legacy of community life and heritage – “The Fort” community
  - Archaeological investigations ongoing



# What to be Accomplished?

- Identify sustainable strategies and best management practices for the use, protection and monitoring of changes at the site over time
- Seek to balance management of natural, cultural and recreational resources - earthwork fort, archaeological resources, interments, "The Fort" community and park features
- Identify enhancement opportunities to interpret site's significant history, recognize and mark graves/cemeteries, upgrade park facilities and recreation infrastructure, improve public accessibility and plantings



# Goal 3 — Landscape Cultural Practices



SECTION II: PLATES

FORT WARD PARK AND MUSEUM AREA MANAGEMENT PLAN



**Fort Ward Park and Museum Area Management Plan**

City of Alexandria, Virginia

- Management Plan Boundary
- Park Parcel
- Contour 2'
- Potential Soft Path
- Woodlands
- Meadows
- Irrigated turf
- Turf not irrigated
- Arborist's Memorial

**Management Zones Land Cover Definition**



**Fort Ward Park and Museum Area Management Plan**

City of Alexandria, Virginia

- Management Plan Boundary
- Park Parcel
- Contour 2'
- No Aeration Area\*

\*NOTE: "No Aeration Areas" were identified in a sketch by Fran Bromberg 01/10/14 via email. No Aeration Areas at the battery would have to be surveyed for a more accurate location. Aeration is not allowed on the elevated areas of the rifle trench, battery, nor the old grave yard, Adams burial area or Clark burial area.

**Aeration**

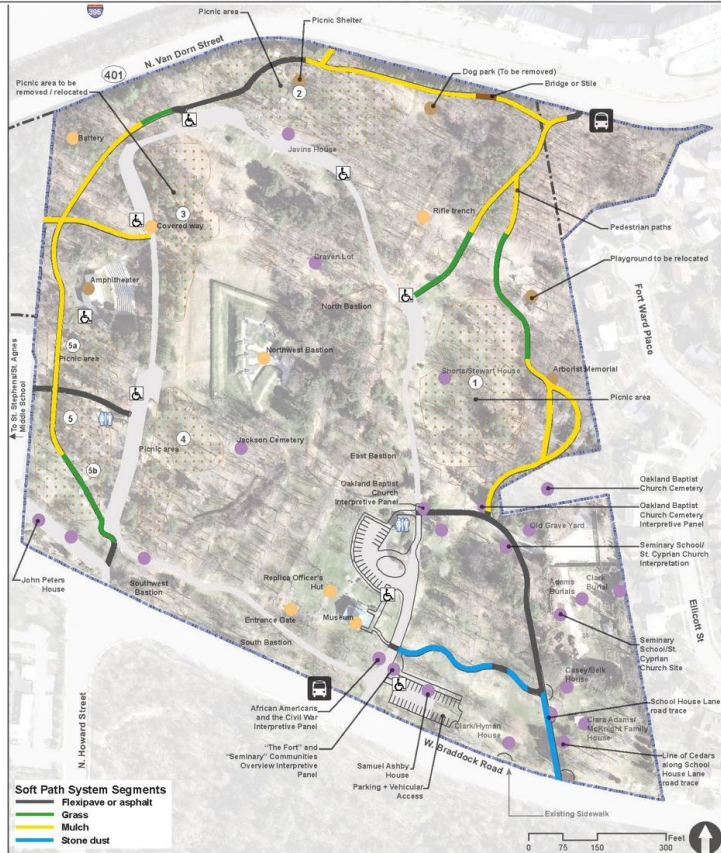


# Goal 5 — Enhance Park Facilities



## SECTION II: PLATES

### FORT WARD PARK AND MUSEUM AREA MANAGEMENT PLAN



### Fort Ward Park and Museum Area Management Plan

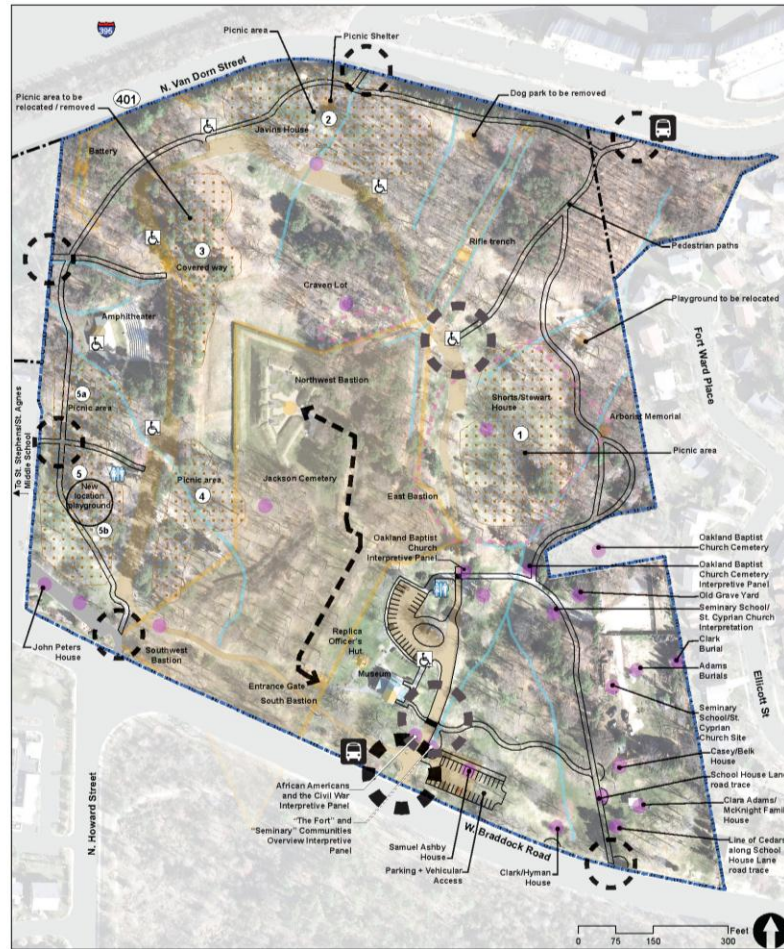
City of Alexandria, Virginia

- Management Plan Boundary
- Park Parcel
- Park Road or Parking
- The Fort Community Features
- Civil War Features
- Recreational Feature
- Picnic Area
- Restroom

Lardner/Klein Landscape Architects, PC  
in association with  
Heritage Strategies, Inc. John Miner Associates, Inc. and Barbara Franco

©2018 City of Alexandria

October 2014



### Fort Ward Park and Museum Area Management Plan

City of Alexandria, Virginia

- Management Plan Boundary
- Park Parcel
- Park Road or Parking
- Drainage flowlines
- Native American Resource
- The Fort Community Features
- Civil War Features
- Fort earthworks and interior features
- Exterior Fort earthworks
- Recreational Feature
- Picnic Area
- Restroom

### Potential Soft Path System and Enhancement Opportunities

- Potential Soft Path System
- Potential park access point
- Entrance / orientation
- Planned ADA path
- Potential ADA parking

# FWAG Response

- All burial sites must be identified
- Restoration and naturalization of the old maintenance yard
- Permanent citizen stakeholder group to oversee implementation of the management plan
- Funding for the priority items
- Accountability and trust in staff



# Core Recommendations



- Management actions support a broad array of users and uses
- Management actions protect and maintain the park's nationally significant historic and cultural resources and local significant natural resources
- Management actions serve to educate visitors through innovative and engaging interpretation and programming
- Management actions continue to satisfy the growing needs for passive recreational enjoyment of a shady, natural oasis from an increasing complex urban environment



*Rider using Civil War Defenses of Washington Bike Trail viewing Alexandria Heritage Trail interpretive panel*



# Supportive Documents



## Appendix I – Stormwater

- Drainage Master Plan by URS, July of 2013
  - Recommends continuation of work done as interim storm project
  - Identifies major drainage patterns
  - Assesses condition of existing drainage infrastructure
  - Recommends improvements
    - Maintenance Practices
    - New Infrastructure
- Funding for the plan and implementation of some of the recommendations was included in the FY2012 CIP

# Supportive Documents

## Appendix II – Archaeological

- Results of three excavation projects
  - 43 grave locations identified in four areas: 20-Jackson Cemetery, 17-Old Grave Yard, 4-Adams burial area, 2-Clark burial area
  - 20 areas with resources related to the African American community
  - 3 scatters of Civil War materials outside of the fortification
  - 1 scatter of Native American artifacts

**Map created showing levels of protection needed in areas across the park**



# Supportive Documents



## Appendix III – History Report

- Finding the Fort: A History of an African Neighborhood in Northern Virginia, 1860s-1960s, by Krystyn R. Moon
  - Everyday Life at the Fort, 1870s-1950s
  - Making of Fort Ward Park and Museum, 1950s-1960s

# Supportive Documents



## Appendix IV – MOU and Protocols

- Update MOU Annually
- Ground Disturbing Protocols



# Contact



**Laura Durham**

Open Space Coordinator

Department of Recreation, Parks and Cultural  
Activities

1108 Jefferson Street

Alexandria, VA 22314

**(P) 703.746.5493**

**[laura.durham@alexandriava.gov](mailto:laura.durham@alexandriava.gov)**



# Drainage Master Plan Recommendations

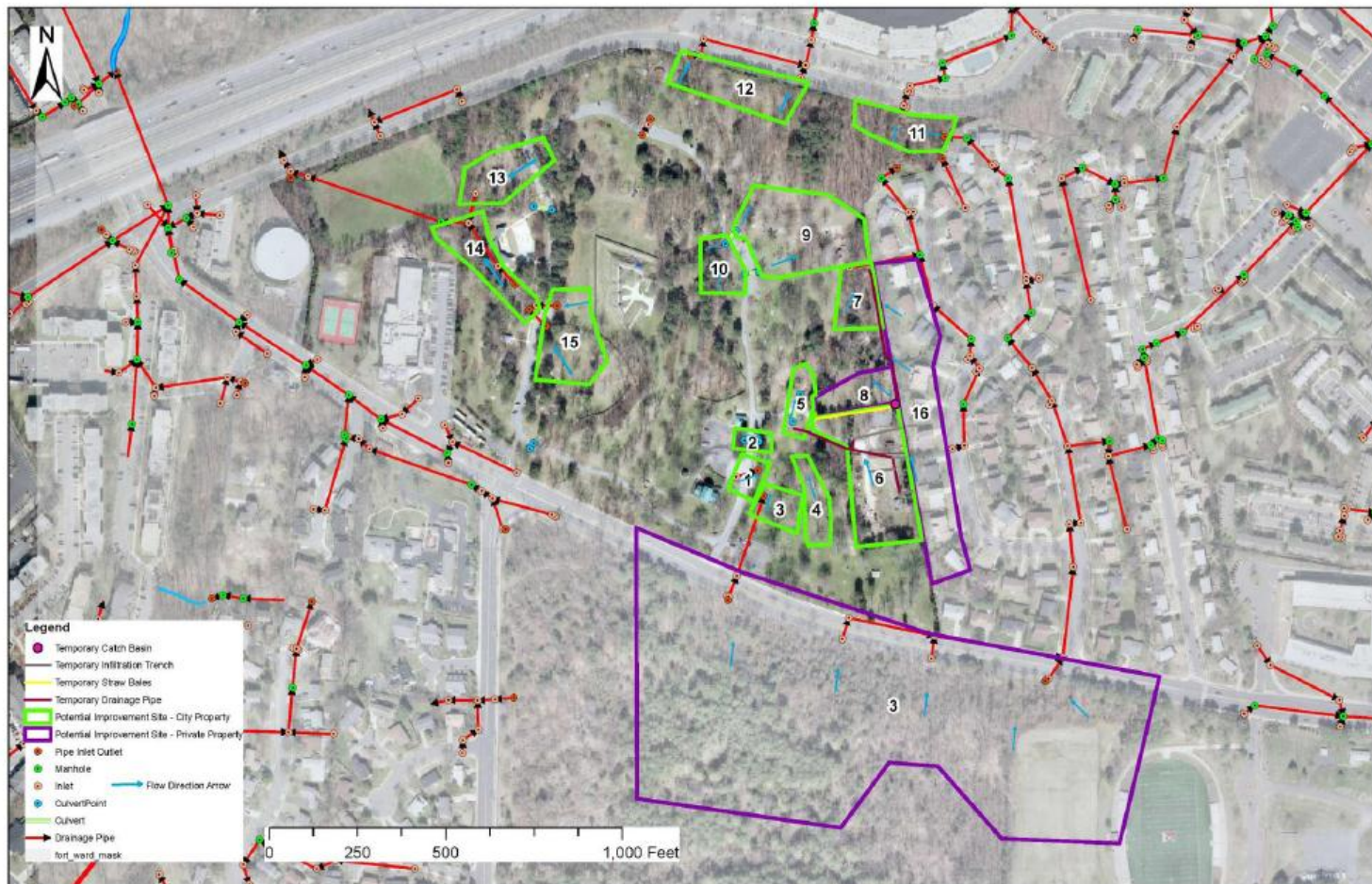


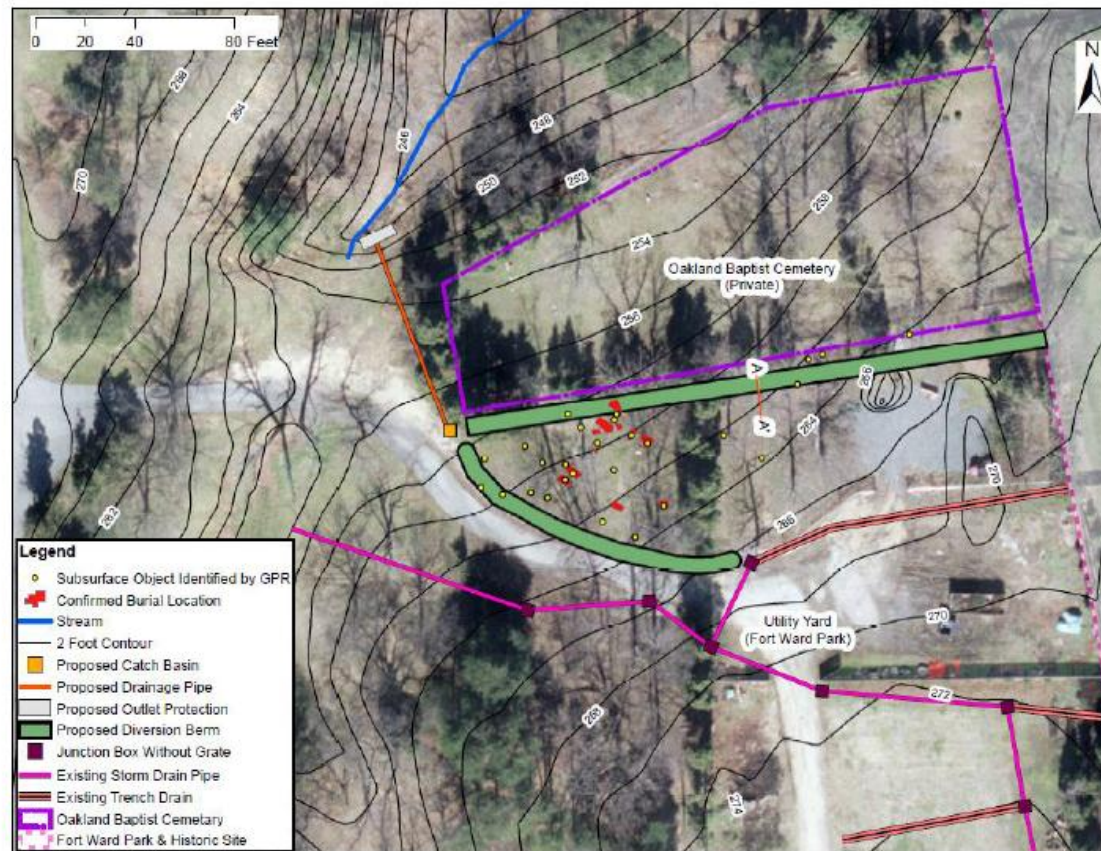
Figure 3: Fort Ward Park Sites for Potential Improvement



# Drainage Master Plan Recommendations



- #1 Diversion Berm – OBC Cemetery (Site 6)





# Drainage Master Plan Recommendations



- #1 Diversion Berm – OBC Cemetery (Site 6)

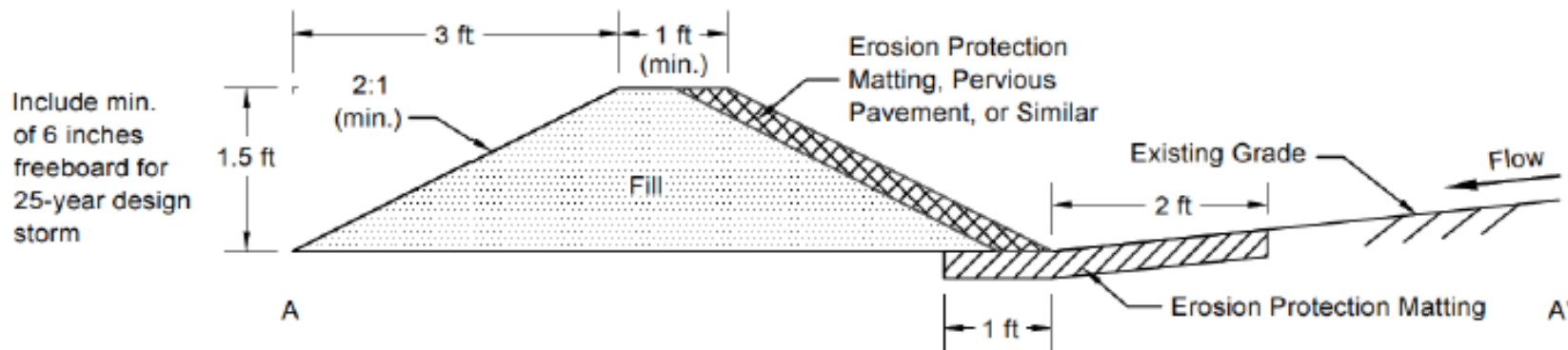


Figure 9: Proposed Diversion Berm Concept Design Cross-Section A – A'

# Drainage Master Plan Recommendations



- #2 Water Quality BMP (Site 3)

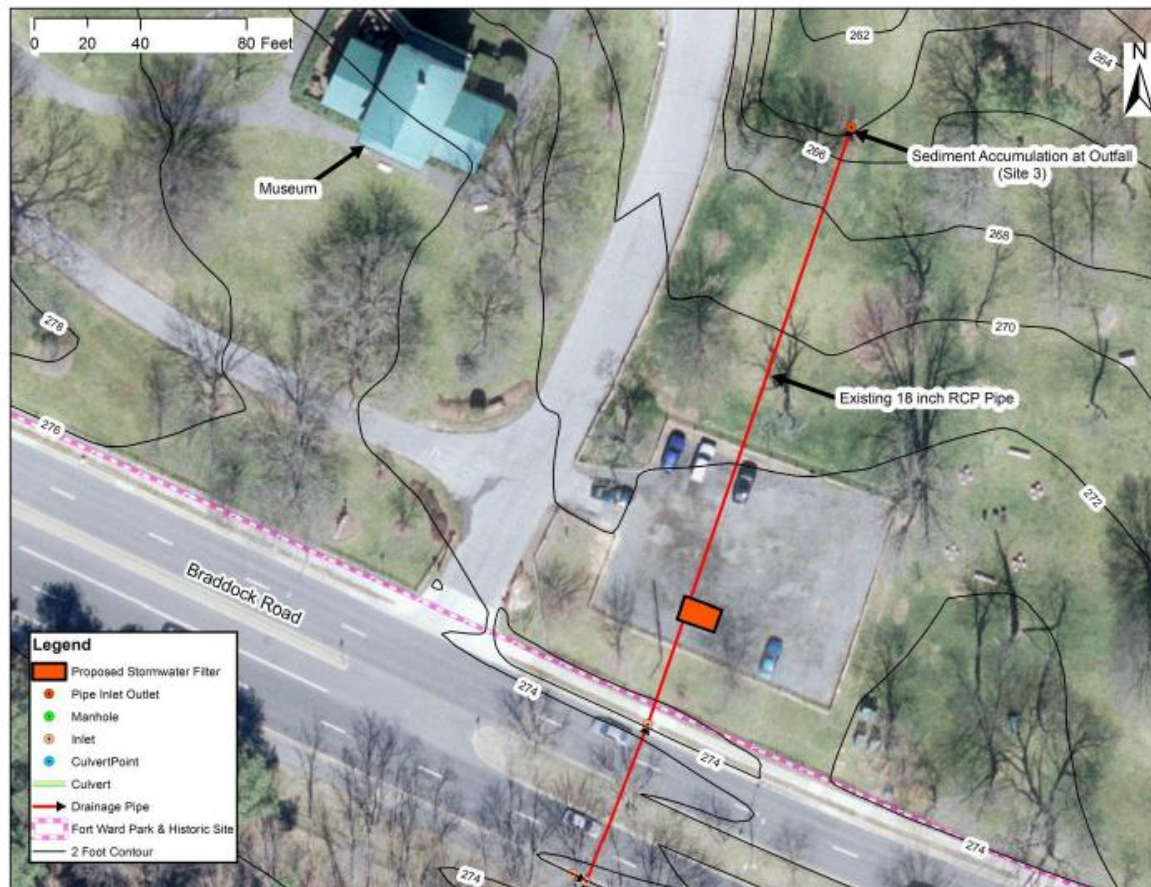
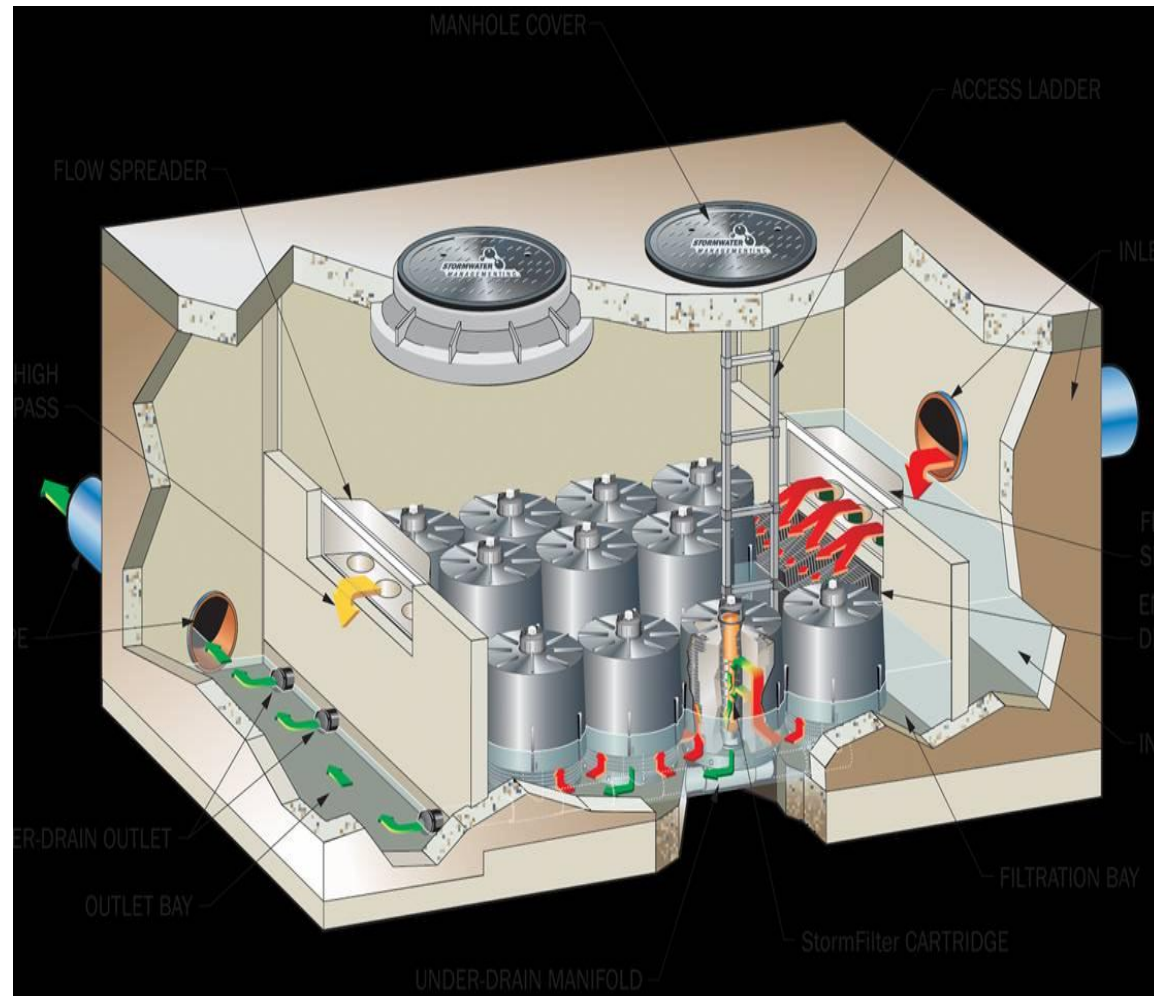


Figure 6: Proposed Stormwater Filter Concept Design

# Drainage Master Plan Recommendations



- #2 Water Quality BMP (Site 3)





# Drainage Master Plan Recommendations



- #3 Stream Stabilization & Restoration (Site 7)

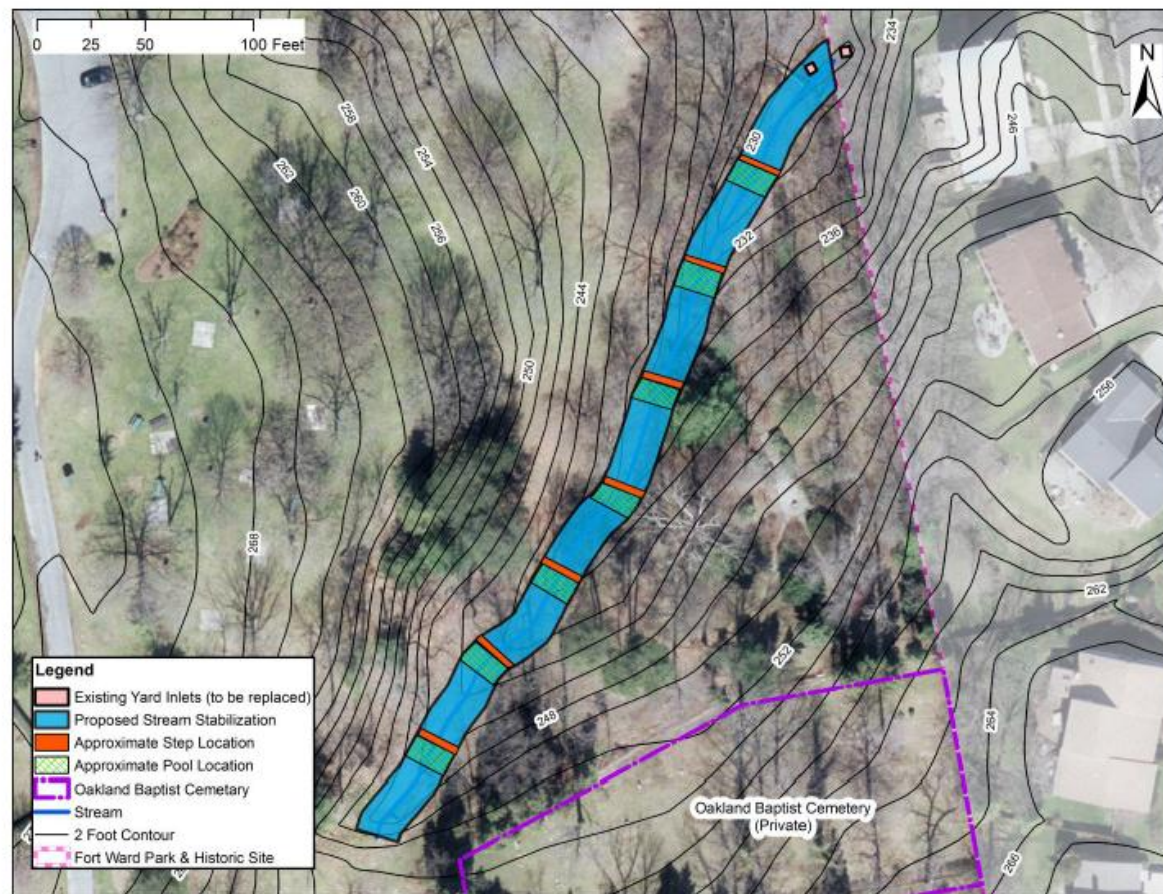
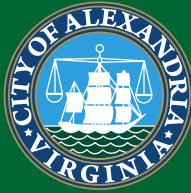


Figure 10: Proposed Stream Stabilization Concept Design

# History Report Summary



## **Finding the Fort: A History of an African Neighborhood in Northern Virginia, 1860s-1960s, by Krystyn R. Moon**

### The Fort Community: Family, Land and Work

- Contrabands drawn to Union-occupied areas, worked on expanding Fort Ward in 1864
- 1870 census—African Americans living at Fort Ward (Shorts family)
- Beginning in 1878—African Americans purchase property at Fort Ward (Before 1900--Millers, Shorts, Ashbys, Cassius and Robert McKnight, Jacksons, Adams, Javins)--importance of "family land" as a form of economic security, fusing family and extended kin with the soil that freedom helped purchase
- Cemeteries established
- Work—19<sup>th</sup> and early 20<sup>th</sup> centuries—close connection to Virginia Theological Seminary; expansion of opportunities as a result of WWI and WWII with some leaving area; starting in the mid-1920s, much of the land slated for suburban development

# History Report Summary

## Everyday Life at the Fort, 1870s-1950s

- Education—Land for African American school on Fort Ward given by Clara Adams to Falls Church District of Fairfax County, 1898; used until 1926 when replaced by Seminary School built near present-day T.C. Williams site with Rosenwald Fund support
- Religion—Episcopal mission for African Americans founded at Seminary in 1878, St. Cyprians chapel moved to the abandoned school building on Fort Ward in 1930s; Oakland Baptist Church founded by members of The Fort and others in 1888
- Consumerism—archaeology--artifacts demonstrate ties to middle-class identity and respectability at a time of political disenfranchisement

## Making of Fort Ward Park and Museum, 1950s-1960s

- Presented in the contexts of the Civil War Centennial commemoration which celebrated military history and of the process of urban renewal which displaced African American populations in Old Town, T.C. Williams area, and The Fort
- By 1950s, only about 30% of the land was owned by African American owners, with 70% owned by investors, mostly white, with one exception; many of the African American owners were no longer living on the property
- Purchase of the land met with resistance; threats of condemnation under Health and Hygiene Act took place; most properties sold—three condemnations to identify heirs; some African Americans purchased land at Woods Ave—others, especially renters, displaced





# Early Actions

- Turf aeration
- Leaf litter mulching
- Completion of additional archaeological investigations





## Legislation Details (With Text)

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|                       |   |                      |                                  |
|-----------------------|---|----------------------|----------------------------------|
| <b>File #:</b>        | 14-3580   | <b>Name:</b>         | BZA Appointment                  |
| <b>Type:</b>          | Appointment                                     | <b>Status:</b>       | Agenda Ready                     |
| <b>File created:</b>  | 1/5/2015  | <b>In control:</b>   | City Council Legislative Meeting |
| <b>On agenda:</b>     | 1/13/2015                                       | <b>Final action:</b> |                                  |
| <b>Title:</b>         | Board of Zoning Appeals<br>1 Citizen Member     |                      |                                  |
| <b>Sponsors:</b>      |   |                      |                                  |
| <b>Indexes:</b>       |   |                      |                                  |
| <b>Code sections:</b> |   |                      |                                  |
| <b>Attachments:</b>   | <a href="#">14-3580 Board of Zoning Appeals</a> |                      |                                  |

| Date | Ver. | Action By | Action | Result |
|------|------|-----------|--------|--------|
|------|------|-----------|--------|--------|

Board of Zoning Appeals  
1 Citizen Member

---

Name of Council Member

CONTESTED APPOINTMENT

Endorsement

**Board of Zoning Appeals**

(4-year term)

1 citizen member

\_\_\_\_\_ John Burley

\_\_\_\_\_ Ephorm Freeman III



## Legislation Details (With Text)

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|                       |   |                      |  |
|-----------------------|---|----------------------|--|
| <b>File #:</b>        | 14-3587   | <b>Name:</b>         | Children Youth and Families Collaborative Commission |
| <b>Type:</b>          | Appointment   | <b>Status:</b>       | Agenda Ready   |
| <b>File created:</b>  | 1/7/2015  | <b>In control:</b>   | City Council Legislative Meeting                     |
| <b>On agenda:</b>     | 1/13/2015   | <b>Final action:</b> |  |
| <b>Title:</b>         | Children, Youth and Families Collaborative Commission<br>1 Member Who Shall Be an ACPS Member, Identified by the Superintendent |                      |  |
| <b>Sponsors:</b>      |   |                      |  |
| <b>Indexes:</b>       |   |                      |  |
| <b>Code sections:</b> |   |                      |  |
| <b>Attachments:</b>   | <a href="#">Children Youth and Families Collaborative Commission.pdf</a>  |                      |  |

| Date | Ver. | Action By | Action | Result |
|------|------|-----------|--------|--------|
|------|------|-----------|--------|--------|

Children, Youth and Families Collaborative Commission  
1 Member Who Shall Be an ACPS Member, Identified by the Superintendent

\_\_\_\_\_  
Name of Council Member

CONTESTED APPOINTMENT

Endorsement

**Children, Youth and Families Collaborative Commission**

(3-year term)

1 member who shall be an ACPS member, identified by the Superintendent

\_\_\_\_\_  
Brian Orrenmaa  
(residency waiver required)

Dr. Alvin Crawley, Superintendent,  
ACPS



## Legislation Details (With Text)

---

**File #:** 14-3579      **Name:** Commission on Aging Appointment  
**Type:** Appointment      **Status:** Agenda Ready  
**File created:** 1/5/2015      **In control:** City Council Legislative Meeting  
**On agenda:** 1/13/2015      **Final action:**  
**Title:** Commission on Aging  
3 Citizen Members Who Are 60+ Years of Age  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [14-3579 Commission on Aging.pdf](#)

| Date | Ver. | Action By | Action | Result |
|------|------|-----------|--------|--------|
|------|------|-----------|--------|--------|

Commission on Aging  
3 Citizen Members Who Are 60+ Years of Age



---

Name of Council Member

CONTESTED APPOINTMENT

Endorsement

**Commission on Aging**

(3-year term)

3 citizen members (60+ years of age)

\_\_\_\_\_ Charles Bailey \*

\_\_\_\_\_ Cedar Dvorin \*

\_\_\_\_\_ Ronald Hoekstra

\_\_\_\_\_ Bernard Kellom, Jr. \*

\* incumbents



## Legislation Details (With Text)

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|                      |  |                      |                                  |
|----------------------|--|----------------------|----------------------------------|
| <b>File #:</b>       | 14-3578  | <b>Name:</b>         | IT Commission Appointment        |
| <b>Type:</b>         | Appointment  | <b>Status:</b>       | Agenda Ready                     |
| <b>File created:</b> | 1/5/2015   | <b>In control:</b>   | City Council Legislative Meeting |
| <b>On agenda:</b>    | 1/13/2015  | <b>Final action:</b> |                                  |
| <b>Title:</b>        | Commission on Information Technology<br>1 Citizen Member |                      |                                  |

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [14-3578 Commission on Information Technology.pdf](#)

| Date | Ver. | Action By | Action | Result |
|------|------|-----------|--------|--------|
|------|------|-----------|--------|--------|

Commission on Information Technology  
1 Citizen Member

---

Name of Council Member

CONTESTED APPOINTMENT

Endorsement

**Commission on Information Technology**

(3-year term)

1 citizen member

\_\_\_\_\_ Phillip Acosta \*

\_\_\_\_\_ Forrest Wilhoit

\* incumbent



## Legislation Details (With Text)

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|                       |   |                      |  |
|-----------------------|---|----------------------|--|
| <b>File #:</b>        | 14-3577   | <b>Name:</b>         | Emergency Medical Services Council Appointment |
| <b>Type:</b>          | Appointment   | <b>Status:</b>       | Agenda Ready                                   |
| <b>File created:</b>  | 1/5/2015  | <b>In control:</b>   | City Council Legislative Meeting               |
| <b>On agenda:</b>     | 1/13/2015   | <b>Final action:</b> |  |
| <b>Title:</b>         | Emergency Medical Services Council<br>1 Representative of the Hospital Administration at Alexandria Hospital<br>1 Representative of the Alexandria Medical Society at Alexandria Hospital |                      |  |
| <b>Sponsors:</b>      |   |                      |  |
| <b>Indexes:</b>       |   |                      |  |
| <b>Code sections:</b> |   |                      |  |
| <b>Attachments:</b>   | <a href="#">14-3577 Emergency Medical Services Council.pdf</a>  |                      |  |

| Date | Ver. | Action By | Action | Result |
|------|------|-----------|--------|--------|
|------|------|-----------|--------|--------|

Emergency Medical Services Council  
1 Representative of the Hospital Administration at Alexandria Hospital  
1 Representative of the Alexandria Medical Society at Alexandria Hospital

---

Name of Council Member

CONTESTED APPOINTMENT

Endorsement

**Emergency Medical Services Council**

(2-year term)

1 representative of the hospital administration at Alexandria Hospital

\_\_\_\_\_ Shannon North-Giles  
(residency waiver required)

1 representative of the Alexandria Medical Society at Alexandria Hospital

\_\_\_\_\_ Martin Brown  
(residency waiver required)



## Legislation Details (With Text)

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|                       |   |                      |                                  |
|-----------------------|---|----------------------|----------------------------------|
| <b>File #:</b>        | 14-3576   | <b>Name:</b>         | Planning Commission Appointment  |
| <b>Type:</b>          | Appointment                                     | <b>Status:</b>       | Agenda Ready                     |
| <b>File created:</b>  | 1/5/2015  | <b>In control:</b>   | City Council Legislative Meeting |
| <b>On agenda:</b>     | 1/13/2015                                       | <b>Final action:</b> |                                  |
| <b>Title:</b>         | Planning Commission<br>3 Citizen Members        |                      |                                  |
| <b>Sponsors:</b>      |   |                      |                                  |
| <b>Indexes:</b>       |   |                      |                                  |
| <b>Code sections:</b> |   |                      |                                  |
| <b>Attachments:</b>   | <a href="#">14-3576 Planning Commission.pdf</a> |                      |                                  |

| Date | Ver. | Action By | Action | Result |
|------|------|-----------|--------|--------|
|------|------|-----------|--------|--------|

Planning Commission  
3 Citizen Members



---

Name of Council Member

CONTESTED APPOINTMENT

Endorsement

**Planning Commission**

(4-year term)

3 citizen members

\_\_\_\_\_ Darryel Adams

\_\_\_\_\_ David Brown \*

\_\_\_\_\_ William (Bill) Hendrickson

\_\_\_\_\_ Stephen Koenig

Lonnie Rich

Peter G. Baldwin, president, West  
End Business Association  
Lynn Bostain, president, Seminary  
West Civic Association  
Gaver Nicols, architect  
Robert S. Larson, AIA  
Kim Allen Beasley, architect,  
Beasley Architectural Group LLC

\_\_\_\_\_ Brett Libresco

\_\_\_\_\_ Mary Lyman \*

\* incumbents



## Legislation Details (With Text)

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|                      |  |                      |                                  |
|----------------------|--|----------------------|----------------------------------|
| <b>File #:</b>       | 14-3575  | <b>Name:</b>         | Potomac Yard Design Appointment  |
| <b>Type:</b>         | Appointment  | <b>Status:</b>       | Agenda Ready                     |
| <b>File created:</b> | 1/5/2015   | <b>In control:</b>   | City Council Legislative Meeting |
| <b>On agenda:</b>    | 1/13/2015  | <b>Final action:</b> |                                  |
| <b>Title:</b>        | Potomac Yard Design Advisory Committee<br>1 Qualified Professional Skilled in Architecture |                      |                                  |

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [14-3575 Potomac Yard Design Advisory Committee.pdf](#)

| Date | Ver. | Action By | Action | Result |
|------|------|-----------|--------|--------|
|------|------|-----------|--------|--------|

Potomac Yard Design Advisory Committee  
1 Qualified Professional Skilled in Architecture

---

Name of Council Member

CONTESTED APPOINTMENT

Endorsement

**Potomac Yard Design Advisory Committee**  
(2-year term)

1 qualified professional skilled in architecture

\_\_\_\_\_ Michael Grinnell  
(residency waiver required)

\_\_\_\_\_ Matthew Johnston



Legislation Details (With Text)

**File #:** 14-3535 **Name:**  
**Type:** Resolution **Status:** Agenda Ready  
**File created:** 12/15/2014 **In control:** City Council Legislative Meeting  
**On agenda:** 1/13/2015 **Final action:**  
**Title:** Consideration of a Grant Application and Adoption of a Resolution for FY 2016 Funding for the Continuation of the Alexandria Transportation Demand Management Program. [ROLL-CALL VOTE]  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [14-3535 Attachment 1 FY 16 TDM Operations Grant Memo](#)  
[14-3535 Attachment 2 FY 16 TDM Operations Grant Resolution](#)  
[14-3535 Attachment 3 FY 16 TDM Ops Grant Presentation](#)  
[14-3535 After Items](#)

| Date | Ver. | Action By | Action | Result |
|------|------|-----------|--------|--------|
|------|------|-----------|--------|--------|

City of Alexandria, Virginia

MEMORANDUM

**DATE:** JANUARY 7, 2015  
**TO:** THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL  
**FROM:** MARK B. JINKS, ACTING CITY MANAGER /s/

**DOCKET TITLE:**

Consideration of a Grant Application and Adoption of a Resolution for FY 2016 Funding for the Continuation of the Alexandria Transportation Demand Management Program. [ROLL-CALL VOTE]

**ISSUE:** Consideration of a grant application and resolution for FY 2016 funding for the continuation of the City of Alexandria (City) Transportation Demand Management (TDM) Program, also known as Local Motion.

**RECOMMENDATION:** That City Council:

- (1) Adopt the attached resolution; and
- (2) Authorize the City Manager to:
  - (a) Submit a grant application and the resolution to the Virginia Department of Rail and Public

Transportation (DRPT) for FY 2016 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; and

- (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.

**BACKGROUND:** TDM is the application of policies and strategies that attempt to change travel behavior in order to increase the efficiency of the City's transportation system. The City has operated a TDM program since 1981 and each year has applied for and received funds from the Commonwealth of Virginia. The City's Local Motion program administers TDM based programs and is coordinated by the City's Transportation Planning Division in the Department of Transportation and Environmental Services (T&ES). The practice of TDM supports the City Council's 2010 Strategic Plan Goal 3: *A multimodal transportation network that supports sustainable land use and provides internal mobility and regional connectivity for Alexandrians* and several goals outlined in the 2008 Transportation Master Plan. TDM measures also directly benefit the environment by reducing greenhouse gas emitted from vehicles, supporting the Eco-City Charter, improving public health, and creating stronger communities and a more prosperous and livable Alexandria.

**DISCUSSION:** Through the use of incentives, education, and marketing, TDM promotes more efficient use of the existing transportation systems by influencing the time, route, or mode selected for a given trip. TDM strategies increase travel choices, offering the opportunity to choose how, when, and if travel will be by car or by some other mode, with the goal of managing demand with the transportation system. One aspect of providing a high-quality transportation service is the provision of information about those services.

Alexandria's TDM program provides outreach about transportation services and options. The program currently tracks its effectiveness using the following headline indicators as documented in the FY 2014 Performance Report for Local Motion (Attachment 1) and is coordinated with the T&ES Goals and Strategies:

1. Number of individuals reached through the Local Motion program

|         |         |       |
|---------|---------|-------|
| FY 2013 | 127,411 |       |
| FY 2014 | 133,997 | +5.2% |

2. Total number of customer engagements

|         |        |        |
|---------|--------|--------|
| FY 2013 | 14,295 |        |
| FY 2014 | 20,120 | +40.7% |

3. Percent of TMP survey respondents (residential) who drive alone (SOV)

|      |     |
|------|-----|
| 2011 | 34% |
|------|-----|

|      |     |
|------|-----|
| 2012 | 36% |
| 2013 | 36% |

The Metropolitan Washington Council of Government (MWCOC) 2013 State of the Commute reports:

|                  | Alexandria | Region |
|------------------|------------|--------|
| Drive alone rate | 59%        | 66%    |
| Transit use      | 22%        | 17%    |
| Bike Walk        | 4%         | 2%     |
| Rideshare        | 5%         | 7%     |

In support of the City Manager's second Guiding Principle - *Executing against our strategy and ensuring accountability for our results* - as early as this fiscal year, staff will begin to use a performance measurement system developed by DRPT to quantify the efficiency and effectiveness of its programs and services. The implementation of this new evaluation process will help Local Motion clearly report the value that TDM delivers for residents and all other stakeholders and will in turn aid Local Motion in both executing against its strategy and ensure accountability for results.

As a member of the MWCOC, Local Motion will continue to market and promote their programs and services which include the Ride Matching Database, Guaranteed Ride Home Program, and Pool Reward program.

The attached report provides details and data related to Local Motion programming over the last year. Further, this report outlines achievements, provides measures of success, and details opportunities for growth and improved delivery of services.

**FISCAL IMPACT:** The City will need to fund a 20 percent match in the amount of \$60,255 to match the DRPT amount of \$241,022 in state funds, for a total program budget of \$301,277. Funding for this grant for the current fiscal year, including the City match, was included in the City's FY 2015 Approved Budget. It is anticipated that these City match funds will also be included in the FY 2016 proposed budget. If these match funds are not included in either the FY 2016 proposed or adopted budgets, then the City can withdraw (or otherwise amend) the grant application.

**ATTACHMENTS:**

Attachment 1: FY 14 Local Motion Performance Report

Attachment 2: Proposed Resolution

Attachment 3: Presentation

**STAFF:**

Emily Baker, Acting Deputy City Manager

Yon Lambert, Acting Director, T&ES

Sandra Marks, Deputy Director Transportation, T&ES

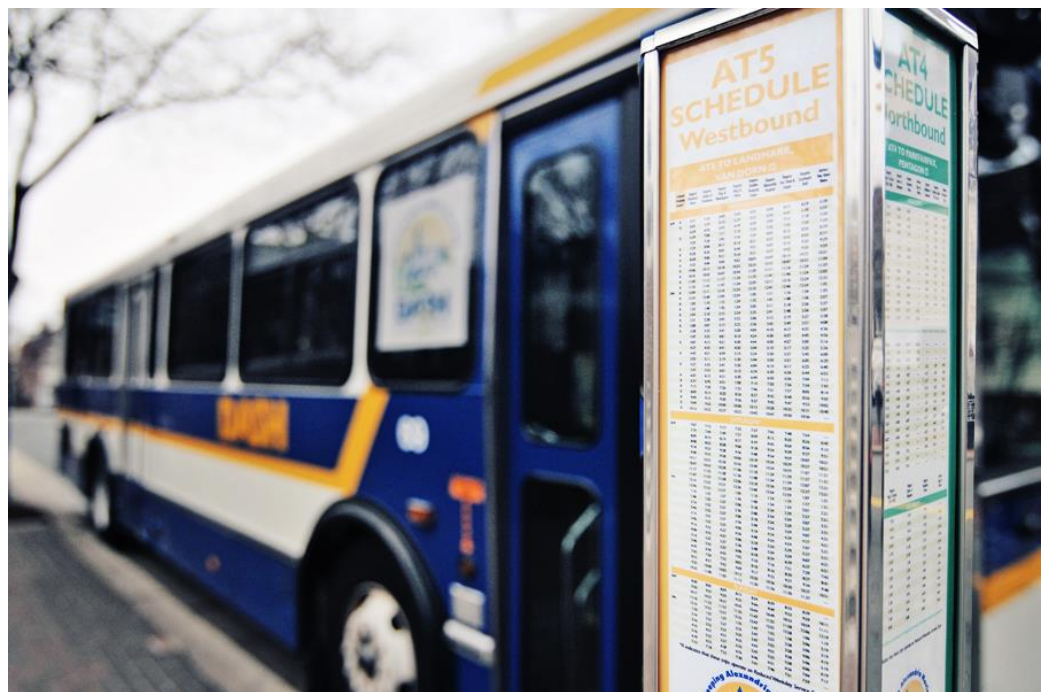
Carrie Sanders, Division Chief, Transportation Planning Division, T&ES

Gabriel D. Ortiz, TDM Coordinator, T&ES



Megan Cummings, Transportation Planner, T&ES

# FY 2014 PERFORMANCE REPORT



1/7/2015

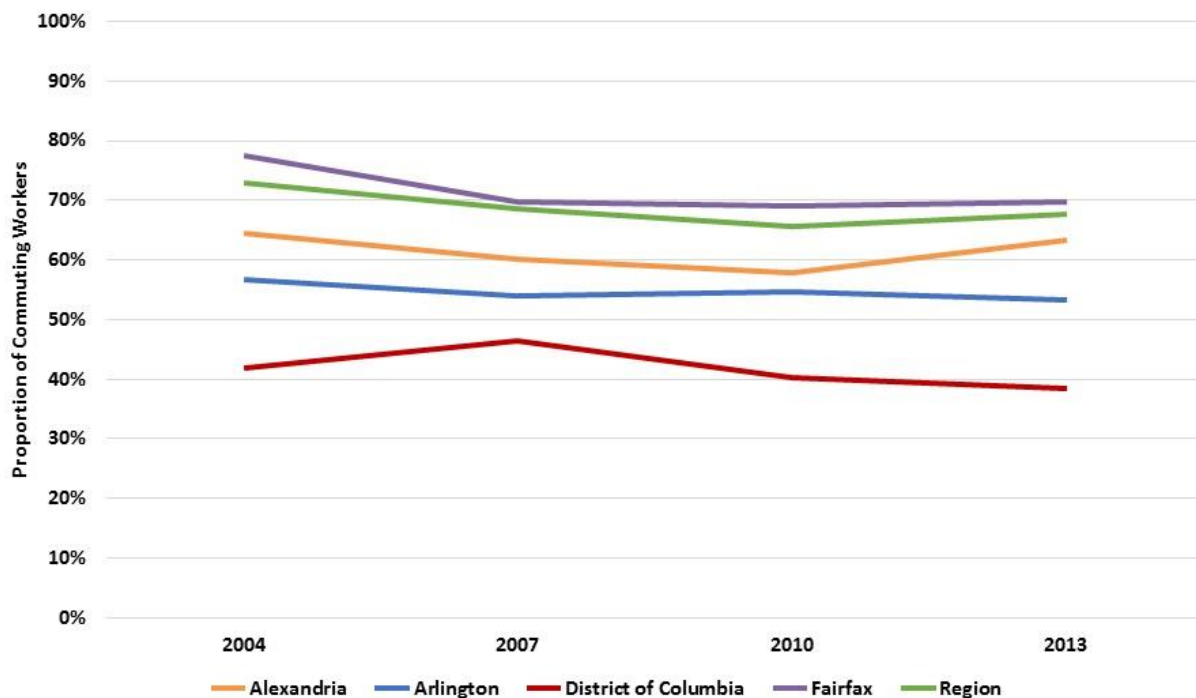
Local Motion Program

# FY 2014 Performance Report

## Local Motion Program

This report describes the activities and accomplishments of the City's Transportation Demand Management Program (TDM) program, Local Motion. The graph below helps demonstrate how TDM strategies have helped the City residents maintain a lower drive alone commute rate when compared to the region.

## Drive-Alone Commute Mode Share by Home Location



This section focuses on two of the major initiatives for FY 2014, Employer Outreach and Grass Roots Marketing programs to reach employees and residents, respectively.

## Employer Services

Local Motion provides outreach services directly to employers in the City of Alexandria. In FY 2014, Local Motion worked with NeoNiche Strategies to help facilitate the employer outreach component of the Local Motion program. NeoNiche assisted employers by providing the following services:

- Assisted with implementation of Tax-Free Benefits
- Administered transportation surveys that aligns with Metropolitan Washington Council of Government's (MWCOG) TERMS surveys
- Developed strategies to reduce the demand for parking
- Coordinated and attended client events for the promotion of TDM services
- Provided relocation assistance to companies and businesses moving into the City of Alexandria
- Disseminated transportation information
- Assisted in identifying nominees for Commuter Connections Employer Recognition Awards
- Created, published, and stored brochure and marketing material as necessary

## Outreach Activity

To reach employees, the program maintains a database of over 400 employers within the City. CEOs, Human Resources representatives, and other decision makers were contacted throughout the year at the 400 employers to provide transportation information and resources. Monthly newsletters to our database contacts covered relevant topics such as how to form and maintain vanpools and carpools, how to establish an official telework policy, and updates on transportation benefits.

The table below details outreach activity performed with employers in the City. In FY 2014,

there were seven more on-site events and promotions held than in FY 2013.

| Activity                       | FY 2014 |
|--------------------------------|---------|
| Contacts via Personal Contact  | 4,161   |
| Contacts via Broadcast Contact | 6,847   |
| Sales Meetings / Site Visits   | 67      |
| On-Site Events / Promotions    | 35      |

## Employer Levels

Local Motion uses a ranking system developed by MWCOG to categorize employers in its database by assigning them four different classification levels based on the amount of transportation benefits provided to their employees. Employers with a Level 4 designation provide the most transportation benefits for their employees and Level 1 employers provide the least.

Figure 1 in the Appendix provides a description of the changes from the beginning to the end of the fiscal year, using the MWCOG level system

## Grass Roots Marketing

In May 2011, Local Motion began a grass roots marketing initiative to help build Local Motion brand awareness among residents and other untapped target markets traditionally not reached by the program, such as retail businesses. Local Motion worked with NeoNiche Strategies who provided staff and resources to ensure maximum outreach and exposure to these untapped markets.

Activities of the Grass Roots program includes acquiring pledges from citizens at community events and farmers markets, establishing and interacting with local retail partners, and assisting with special events.

*In the last fiscal year Local Motion's grass roots efforts distributed over 50,269 transit and commuting brochures.*

## Pledges

People engaged by Local Motion at events were asked to “pledge” to try other modes of transportation instead of driving alone. These pledges also served as mini commuter surveys as they asked general questions about travel behavior.

Last fiscal year a total of **4,231** pledges were received by city residents.

## Local Motion Partners

Local Motion has a network of small businesses and retail establishment that assist the program with outreach. As a Partner, businesses agreed to place Local Motion branded countertop brochure/literature displays holding transportation and commuting information. There is no cost to be a Local Motion Partner. A list of all Partners can be found on the Local Motion website, with links to the business website, and adjacent transit information to help one get to this place of business. Currently Local Motion has **222** active partners that have their displays replenished on a monthly basis. This is increase of **20** partners from FY 2013.



## Customer Engagements

Customer engagements are an estimate of the number of people exposed to Grass Roots outreach at events. This exposure ranges from residents that walk by and look at the table display, engage team members for several minutes, to residents that pick up promotional items from the Local Motion table.

The total number of customer engagements for FY 2014 was **20,120** up from **14,295** in FY 2013.

## Events

An important aspect of our Grass Roots program is setting up at various venues across the City and engaging residents, answering questions, and listening to suggestions and comments. In total, Local Motion participated in **29** events in FY 2014.

- Art League
- Friendship Firehouse Festival
- Irish Festival
- Old Town Farmers Market
- West End Farmers Market
- VietFest
- Cambodian Day
- Four Mile Run FM
- Del Ray FM
- Family Fall Festival
- Holiday Craft Fair
- Artfete
- Burke Book Sale
- Chinquapin Family
- Night
  - Rideshare Fair (no pledges)
  - Cheerleading
- Invitational
  - Burke Book Sale
  - Whole Foods
  - Alexandria Earth Day
  - Duncan Library Book
- Sale
  - Barrett Library Spring
- Fling
  - TC Williams Titan Expo
  - BTWD - Market Square
  - Alexandria Family Festival
  - Youth Arts Festival
  - Four Mile Run FM
  - Burke Branch Library
  - Old Town Arts & Crafts
  - Food & Wine Festival

## Libraries, Recreational Centers and Farmers Markets

In addition to the events above, Local Motion also coordinated four outreach events the Charles Beatley Library, three at the Charles Houston Recreational Center and one event at the Art League. Local Motion also exhibited three times



at the Old Farmers Market and twice at the Del Ray and West End Farmers Market.

## Communications

### Website

Local Motion maintains a website at [alexandriava.gov/LocalMotion](http://alexandriava.gov/LocalMotion) that gives the brand an online presence while affording commuters another resource for obtaining information on transit, ridesharing, bicycling, walking.. For FY 2014 the program's website had **104,700** Hits, (the number of times a page, image, or file is viewed). Additional website statistics in Figure 2 and their definitions in Figure 3. can be seen in the Appendix.

### Facebook

Local Motion has an active Facebook page ([facebook.com/LocalMotionAlexandriaVA](https://facebook.com/LocalMotionAlexandriaVA)) that is updated approximately three times a week. Tips, events, news alerts, and stories from other Local Motion communications are included. Local Motion works with Communications and Public Information staff and T&ES to cross promote and stay consistent with the City's communication and social media strategies. As of November 20, 2014, the Local Motion page had **331** "Likes" which is up from **271** from the year before.

### Newsletter

Local Motion published and distributed newsletters in September and April of last fiscal year. These newsletters were mailed to select zip codes around City Metro stations and were distributed to City facilities, such as community centers, libraries, and handed out at events. Highlights of these newsletters included, a calendar of upcoming commuter related events,

updates on Capital Bikeshare, and other various City notices and accomplishments. In total 26,000 newsletters were mailed out to residents.

### New Homeowner Mailing

In addition to the newsletter, since January of 2012 every month Local Motion mails "welcome packets" to residents who recently purchased property in the City. The packets include a welcome letter from Local Motion, a trolley schedule, the DASH and Local Motion Ride Guides, and an Alexandria Bikeways map to help them navigate the City.

In FY 2014, Local Motion mailed out **1,749** welcome packets, up from **875** in FY 2013.



### eNews

A major Local Motion program initiative is providing a monthly e-newsletter through the City's eNews system. This e-newsletter provides residents and employees in the City with helpful updates, tips, and suggestions about transportation in the City as well as the region. As an added benefit, once

residents are part of the eNews network they also receive vital emergency eNews alerts concerning life safety, fire, weather, and accidents involving utilities or roadways. This service was started in 2006 and continues to grow as we make every effort to increase subscribers through outreach events and promotions. At the end of FY 2014, the Local Motion eNews had approximately **3,762** subscribers.

### Carshare Alexandria!

The Carshare Alexandria! Program reimburses residents for their first year membership and application fee for the use of any carshare service



in the City. Currently there are 19 Zipcars in the City of Alexandria. The program is fully funded by the City's Local Motion program and is estimated at about \$85 per participant.

Transportation Cooperative Research Program (TCRP) Report 108 indicates that carsharing often decreases both vehicle ownership and vehicles miles traveled (VMT) while increasing the use of alternative modes. In FY 2014, nine months after signing up, Local Motion surveyed program participants to track behavior changes.

*The survey showed that two-car ownership decreased from 16% to 6% after carshare membership.*

In response to the question, "If the City had not reimbursed your carshare membership fees, would you have joined a carshare program?" **87 percent** said "No" and **12 percent** responded "Yes". Over **65 percent** responded that they would renew their annual membership when the current one expired.

Figure 4. in the Appendix shows that the vast majority of program participants used alternatives to cars, spent less money on transportation, postponed buying another vehicle and used their current vehicle much less after joining the program.

## Alexandria Transit Store

Located directly across from the King Street Metro Station the ATS is open from 7 am to 7 pm, Monday through Friday. Transit Store operations are 100 percent supported by a Regional Surface Transportation Program (RSTP) grant that is allocated by the Department of Rail and Public Transportation (DRPT). DASH is contracted to manage the day-to-day operations of the Transit Store. Information is provided for non-transit options such as biking resources, maps, Commuter Connections programs such as Guaranteed Ride Home and Ridesharing, and Local Motion products. The lease at the Transit

Store is now set to expire in June 2015. Staff is exploring alternative models to a traditional "brick and mortar" operation, because more and more transit resources have become available online, and the delivery of transit services must to continue to evolve.

## Transportation Management Plans (TMPs)

The Transportation Management Plans (TMPs) are part of the City of Alexandria Zoning Ordinance, Article XI, Section 11-700 – Transportation Management Special Use Permits. This ordinance was enacted by City Council on May 16, 1987 to offset the traffic impact of new developments. The ordinance requires that projects of a certain size submit a special use permit application which must include a traffic impact analysis and a transportation management plan. The Ordinance was updated in March, 2014, to modernize the program by lowering the development threshold requirement and to create the Citywide TDM Fund, among other items. The TDM Program has worked closely with the City's TMP to help ensure goals are met and the impact these developments have on the City's transportation infrastructure is mitigated.

Of the active TMPs in the City, most are in compliance with their special use permit. Compliance means providing an Annual Report that details information about site-specific TDM programs, submitting a Semi-annual TMP Fund Report which documents payments and expenditures throughout the year, and distributing surveys provided by the City.

## Mode Share Reported for all TMPs

Figure 5. and 6. in the Appendix describe the different modes of transportation reported by residents and employees that live and work in a TMP in 2011, 2012, 2013 and the preliminary results for 2014. According to the survey, the transit mode split for commuting has decreased from 2011 to 2013 for residents who live in a

TMP, but increased in 2014. The percent of residents who commute with other non-drive alone options has increased steadily from 2011 to 2014, which matches regional trends. The percentage of employees that work in TMPs and drive alone has steadily decreased from 2011 to 2014, from 53% to 39%, though these are preliminary findings for 2014 with more surveys to come.

*The City has earned a silver level Bicycle Friendly Community from the League of American of Bicyclists*

## **Bicycle and Pedestrian Information and Programming and Complete Streets**

In 2011, the City of Alexandria adopted a Complete Streets Policy to ensure our transportation network and infrastructure is designed to ensure safe, convenient travel for all users.

Streets must be comprehensively designed to provide safe transport for all users, including the needs of children, older adults, and people with disabilities.

Here is a listing of projects completed under Complete Streets:

- New sidewalks along Polk Avenue, Russell Road and Braxton Place
- New Crosswalk with a rapid flash beacon at Glebe Road and Florence Drive
- Installation of a HAWK signal on Eisenhower Avenue
- Nearly **5** lane miles of Bicycle lanes, including the following streets:
  - West Taylor Run Parkway
  - North Chambliss Street
  - Jamieson Avenue
  - King Street
- Seven lane miles of shared bicycle lanes
- Installation of **90** bike parking spaces, including locations at schools, parks and transit stops

- The City's first public bike fix-it station along Mount. Vernon Avenue
- Pedestrian safety project including speed cushions, sidewalks, new curb ramps and new crosswalks along Russell Road
- Two Safe Routes to School intersection safety projects at George Mason and Cora Kelly Elementary schools including curb extensions accessibility improvements at bus stops,, upgraded crosswalks, and shortened crossing distances

## **Capital Bikeshare**

- **8** additional stations were installed in Del Ray and Carlyle in the summer of 2014.
- The Capital Bikeshare system in Alexandria has seen over 55,000 rides
- Ridership had a more than 100 percent increase in September 2014 verses September 2013 as a result of the expansion of the network in Alexandria

## **Walking and Bicycling Trails**

- Pedestrian and Bicycle Crossing over Holmes Run at Chambliss Crossing, link Alexandria and Fairfax County trail networks
- Mount Vernon Trail resurfacing completed between Canal Center Parkway and E. Abingdon Drive
- Holmes Run Trail resurfacing between Beauregard Street and I-395
- Ben Brenman Park trail connector to Holmes Run Trail

## **Education and Awareness**

- 14th Annual Bike to Work Day Event - the City for the first time broke over **1,000** registrants
- Over **12** bike safety courses offered in Alexandria, provided by WABA in partnership with the City of Alexandria
- **16,762** bike maps distributed
- **59** bike lights were distributed through the City's annual "Got Lights?" event. This year the event was held at the Braddock Road Metrorail station, and Velocity Bicycle Co-op provided free on-site bike maintenance

## City Transit Benefit

The City and Local Motion provides a transit benefit to its employees to a maximum value of \$100 per month. Local Motion administers this program for the City which has 385 participants and a budget of over \$100,000. The implementation of this program has prompted many City employees to sign up for the benefit. Local Motion staff also conducts presentations at all new employee orientations that cover both the transit benefit program and transportation alternatives available in and around City Hall.

The Old Town Trolley is a service that is marketed and supported by the TDM program through all of its communication channels. While touristic in nature, during the evening peak hours the Trolley serves as a shuttle for workers from the waterfront and surrounding areas to King Street metro.

For FY 2014 the Trolley averaged **65,961** riders per month (64,905 in FY 2013, 1.6% increase) for a total annual total of **791,526** total passengers (778,861 in FY 2013, 1.6% increase)

## Regional Partnerships

As increased vehicular traffic is not an isolated challenge, Local Motion continues to coordinate with local and regional partners for education, resources, and programs. Local Motion is involved with Metropolitan Washington Council of Government's (MWCOC) Commuter Connection Program, Virginia Department of Rail and Public Transportation and other regional groups promoting alternatives to driving alone.

The Local Motion program is an active member of MWCOC's TDM network of transportation organizations, Commuter Connections. This network offers several programs and services that are promoted by Local Motion through all of its communication channels. The Rideshare database provided by Commuter Connections is our primary tool for matching riders for carpools and vanpools. Guaranteed Ride Home Program is

funded by Commuter Connections and is a vital regional service that gives commuters peace of mind and assurance that they will have a ride home in an emergency.

In FY 2014 **63** Local Motion customers sign up for the Guaranteed Ride Home program and **106** signed up for the Rideshare database. Out of those **169** commuters received **63** "matches" in the database with similar commutes.

## Appendix

**Figure 1. Employer Levels**

| MWCOG Levels      | FY 2013 | FY 2014 |
|-------------------|---------|---------|
| Level 1 employers | 115     | 108     |
| Level 2 employers | 54      | 54      |
| Level 3 employers | 118     | 100     |
| Level 4 employers | 40      | 39      |
| Total Employers   | 327     |         |
| Level 1 employees | 3,000   | 2,942   |
| Level 2 employees | 2,775   | 2,796   |
| Level 3 employees | 17,092  | 13,668  |
| Level 4 employees | 9,684   | 9,915   |
| Total Employees   | 32,551  | 29,321  |

**Figure 2. Website Statistics**

| Web Statistic  | FY 2013 | FY 2014 | % Increase |
|--|---------|---------|------------|
| Observed Users (Returning Visitors )                   | 5,211   | 7,423   | 42%        |
| Estimated Visitors (Unique IP Addresses)               | 6,830   | 10,565  | 55%        |
| Estimated number of visits (New Incoming Visitors)     | 9,874   | 14,450  | 46%        |
| Pages (Unique Page Views)                              | 39,397  | 27,171  | -31%       |
| Hits (Number of times a page, image or file is viewed) | 102,766 | 104,700 | 2%         |

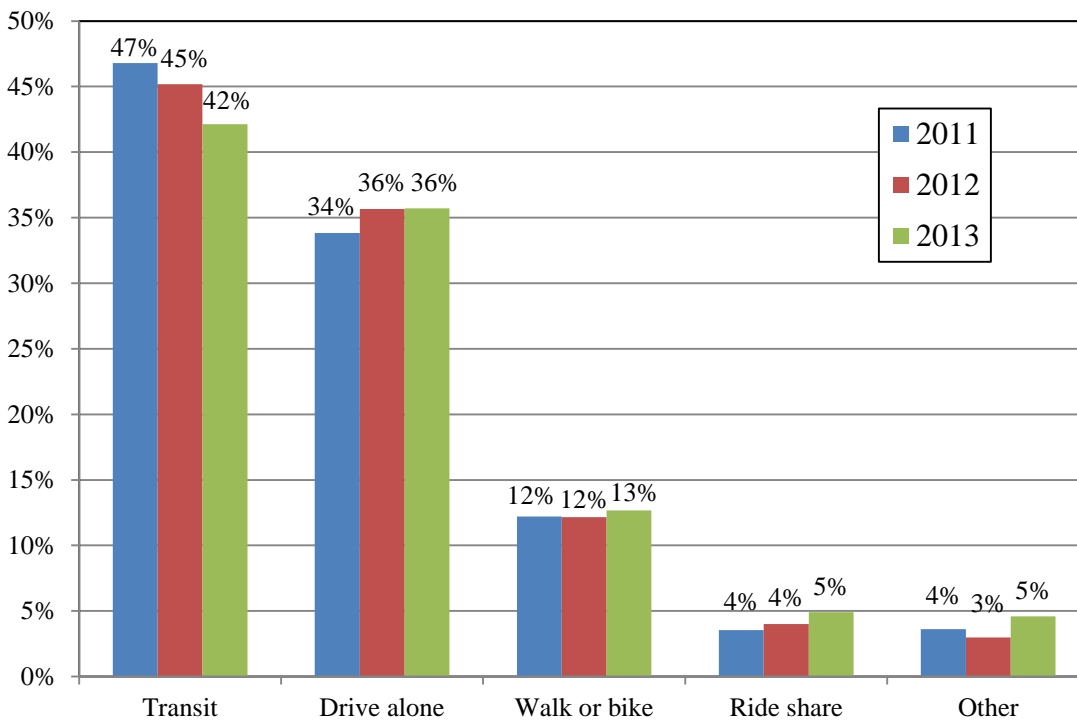
**Figure 3. Website Definitions**

|                                    |   |
|------------------------------------|---|
| <i>Observed Users:</i>             | This counts the number of unique observation cookies seen in this period.   |
| <i>Estimated Visitors:</i>         | Number of client hosts who came to visit the site (and who viewed at least one). This data refers to the number of different physical persons who had reached the site.   |
| <i>Estimated number of visits:</i> | A new visit is defined as each new incoming visitor (viewing or browsing a page) who was not connected to your site during last 60 minutes.   |
| <i>Pages:</i>                      | Number of times a page of the site is viewed (Sum for all visitors for all visits)  |
| <i>Hits:</i>                       | Number of client hosts (IP address) who came to visit the site (and who viewed at least one page). This data refers to the number of different physical persons who had reached the site. Number of times a page of the site is viewed (Sum for all visitors for all visits). This piece of data differs from "hits" in that it counts only HTML pages as oppose to images and other files. This piece of data differs from "hits" in that it counts only HTML pages as oppose to images and other files. |

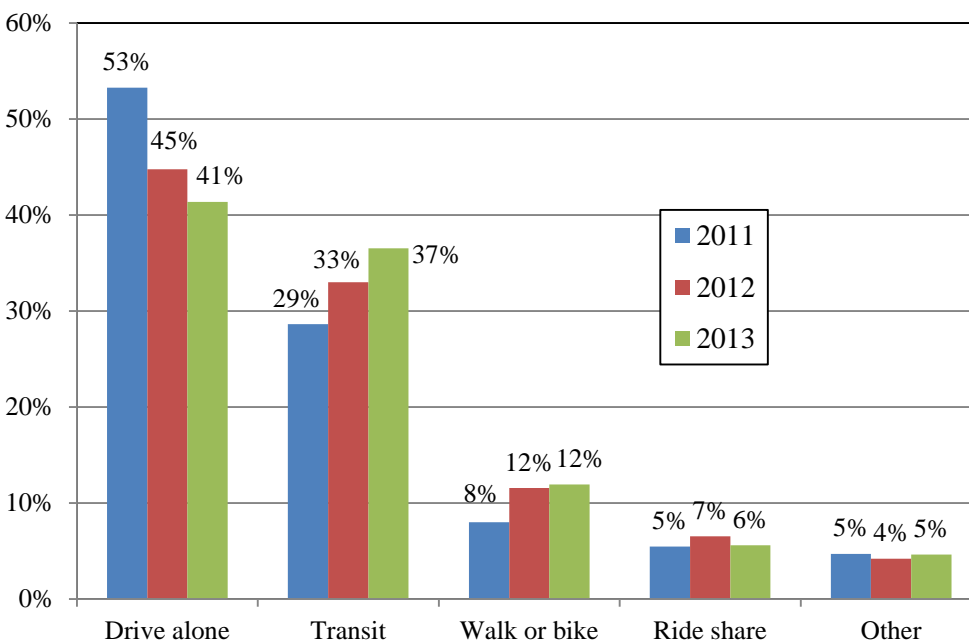
**Figure 4. Carshare Alexandria Follow Up Survey Results**

|   | Strongly Agree | Agree        | Disagree     | Strongly Disagree | N/A          | Responses |
|---|----------------|--------------|--------------|-------------------|--------------|-----------|
| <b>Ride the bus, rail, bike, walk, carpool, or vanpool more often</b> | <b>34.4%</b>   | <b>31.3%</b> | <b>12.5%</b> | <b>3.1%</b>       | <b>18.8%</b> | <b>32</b> |
|   | 11             | 10           | 4            | 1                 | 6            |           |
| <b>Spend less money on transportation</b>                             | <b>15.6%</b>   | <b>34.4%</b> | <b>25.0%</b> | <b>9.4%</b>       | <b>15.6%</b> | <b>32</b> |
|   | 5              | 11           | 8            | 3                 | 5            |           |
| <b>Was able to postpone buying another vehicle</b>                    | <b>37.5%</b>   | <b>25.0%</b> | <b>12.5%</b> | <b>6.3%</b>       | <b>18.8%</b> | <b>32</b> |
|   | 12             | 8            | 4            | 2                 | 6            |           |
| <b>Use my personal vehicle less</b>                                   | <b>15.6%</b>   | <b>18.8%</b> | <b>15.6%</b> | <b>3.1%</b>       | <b>46.9%</b> | <b>32</b> |
|   | 5              | 6            | 5            | 1                 | 15           |           |

**Figure 5. 2011, 2012, and 2013 Resident TMP Survey Mode Split Results**



**Figure 6. 2011, 2012, and 2013 Employee TMP Survey Mode Split Results**





RESOLUTION NO. \_\_\_\_\_

**WHEREAS**, in accordance with Virginia Department of Rail and Public Transportation allocation procedures, it is necessary that a request by City Council resolution be made in order that the Virginia Department of Rail and Public Transportation fund a 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.

ADOPTED: \_\_\_\_\_  
DATE

\_\_\_\_\_  
WILLIAM D. EUILLE MAYOR

ATTEST:

\_\_\_\_\_  
JACQUELINE M. HENDERSON CITY CLERK

# Transportation Demand Management (TDM) Program

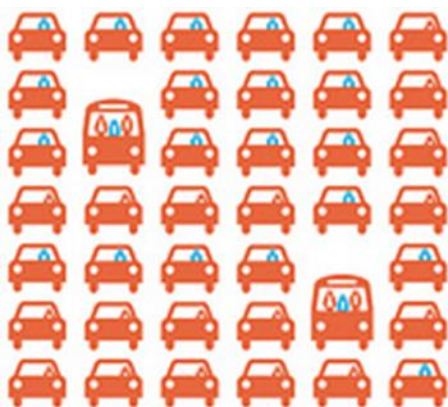
FY 16 TDM Operations Grant Docket Memo



# What is Transportation Demand Management?

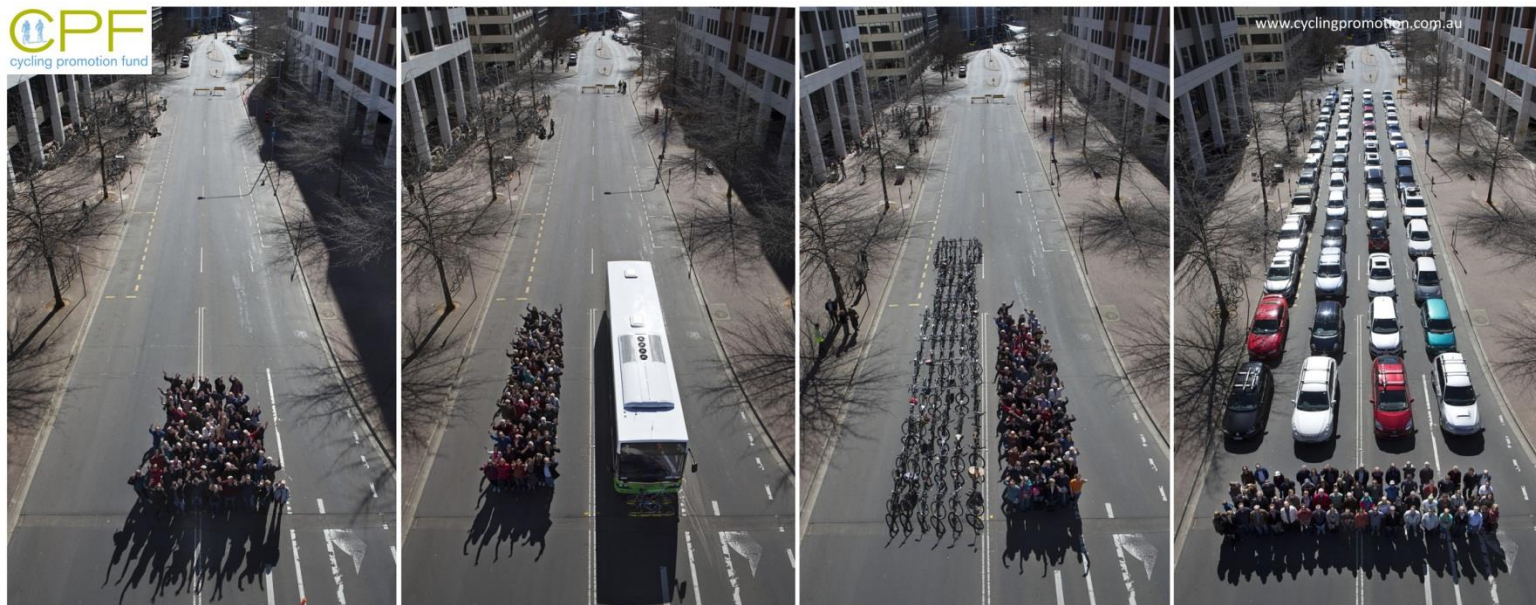


- Encourages travel using any method except driving alone
- Increases travel choices, offering the opportunity to choose how, when and if travel will occur
- Aims to balance demand with the transportation system
- Promotes more efficient use of the existing transportation systems



Credit: Flickr user trapgosh

# Benefits of TDM



# Adopted Plans



## Plan

## Language

Strategic Plan, Goal #3

"A multimodal transportation network that supports sustainable land use and provides internal mobility and regional connectivity for Alexandrians. Increase the use of non-single occupancy vehicle modes of transportation."

Transportation Master Plan,  
Transportation Vision

"Envisions a transportation system that encourages the use of alternative modes of transportation, reducing dependence on the private automobile."

Eco-City Charter

"Encourage modes of transportation that reduce dependence upon the private automobile by promoting mass transit and pedestrian- and bike-friendly transportation networks."

Department of Rail and Public  
Transportation Strategic Plan  
Goals

"Increase communication to the general public, businesses and community decision-makers on transportation choices and telecommuting"

# Employer Outreach



## Programs and Services

- Van Start/Van Save
- Commute Benefit Assistance



## Outreach

- 3,800 Personal Contacts
- 35 On-site events
- 67 Sales meetings



# Community Outreach



## Programs and Services

- 140 Retail Partners
- 1,700 New Homeowner Mailings



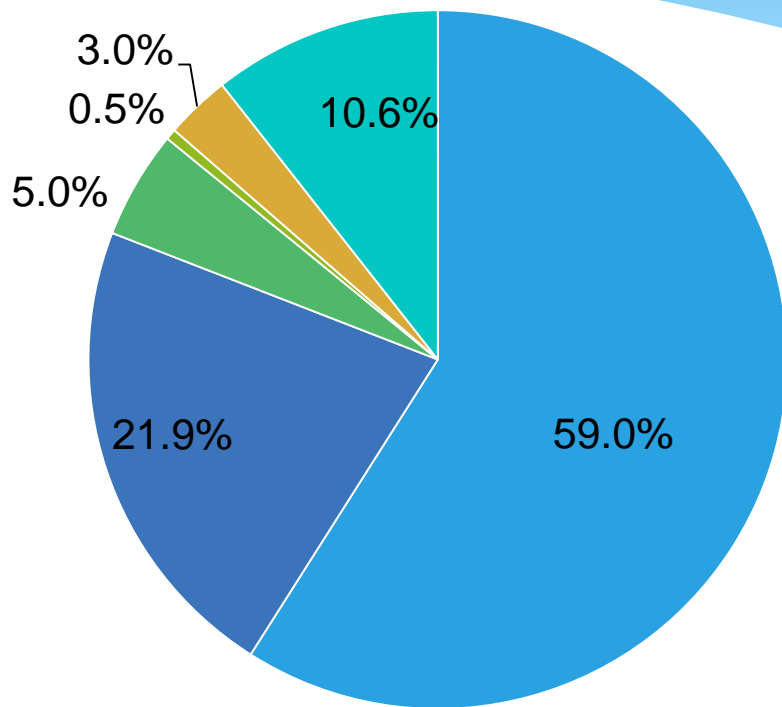
## Outreach

- 43 Events Attended
- 50,000 brochures distributed

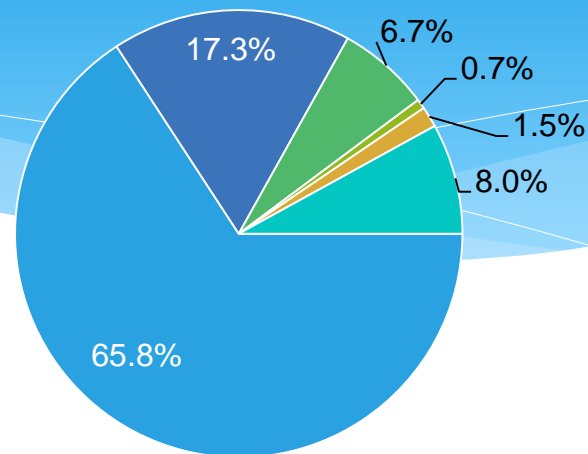
# Regional Travel Modes



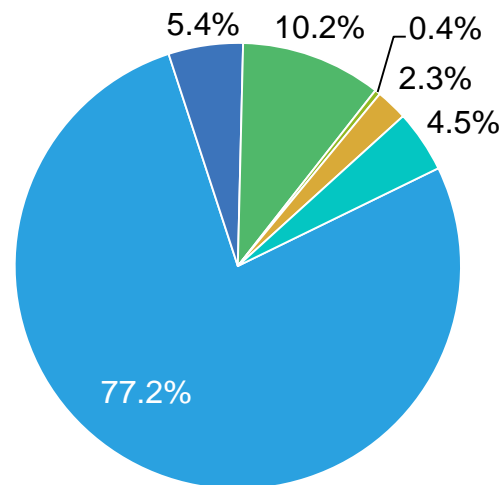
## Alexandria



## D.C. region



## Virginia



# Goals and Strategies



## Number reached through Local Motion

|         |         |              |
|---------|---------|--------------|
| FY 2013 | 127,411 |              |
| FY 2014 | 133,997 | <b>+5.2%</b> |



## Number of customer engagements

|         |        |               |
|---------|--------|---------------|
| FY 2013 | 14,295 |               |
| FY 2014 | 20,120 | <b>+40.7%</b> |

## Percent of commuters who drive alone

|            |     |
|------------|-----|
| FY 2014    |     |
| Region     | 66% |
| Alexandria | 59% |



# Coordination with Partners





## Legislation Details (With Text)

**File #:** 14-3545 **Name:** Consideration of a Resolution to Amend FY 2016 City Council Budget Guidance Related to Cash Capital

**Type:** Resolution **Status:** Agenda Ready

**File created:** 12/18/2014 **In control:** City Council Legislative Meeting

**On agenda:** 1/13/2015 **Final action:**

**Title:** Consideration of a Resolution to Amend FY 2016 City Council Budget Guidance Related to Cash Capital. [ROLL-CALL VOTE]

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [14-3545 Resolution to Amend FY 2016 Budget Guidance](#)  
[14-3545 Cash Capital and General Fund Expenditures](#)  
[14-3545 Arlington County Cash Capital Information](#)  
[14-3545 Presentation to City Council Cash Capital](#)  
[14-3545 After Items](#)

| Date | Ver. | Action By | Action | Result |
|------|------|-----------|--------|--------|
|------|------|-----------|--------|--------|

## City of Alexandria, Virginia

### MEMORANDUM

**DATE:** JANUARY 7, 2015

**TO:** THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

**FROM:** MARK B. JINKS, ACTING CITY MANAGER /s/

**DOCKET TITLE:**

Consideration of a Resolution to Amend FY 2016 City Council Budget Guidance Related to Cash Capital. [ROLL-CALL VOTE]

**ISSUE:** Requesting City Council consideration of amending resolution #2653 establishing the FY 2016 Budget Guidance for the operating and capital budgets, and the 10-year Capital Improvement Program (CIP).

**RECOMMENDATION:** That City Council adopt a superseding cash capital commitment policy (based on Resolution #2653) which establishes a General Fund cash capital transfer policy to the CIP in FY 2016 - FY 2025 based on the following: a General Fund cash capital transfer minimum of two percent (2%); and a General Fund cash capital transfer target of two and a half percent (2.5%).

**DISCUSSION:** On December 9, 2014 City staff presented to City Council an alternative to the cash capital commitment policy adopted as part of FY 2016 City Council Budget Guidance (Resolution #2653). During that presentation, City staff outlined an option that capped General Fund support to the CIP through the General Fund Cash Capital transfer and debt service payments at no more than 12% of total General Fund expenditures in each year of the ten-year CIP. City Council did not approve the 12% cap; however, they provided the opportunity for City staff to present an alternative policy to specifically address the desire to have a “floor” or minimum annual contribution for the cash capital transfer portion of the General Fund support to the CIP.

As part of last year’s Approved CIP, a General Fund cash capital transfer of \$22.8 million was planned in FY 2016 to support the CIP. This represents a \$4.8 million increase over the FY 2015 General Fund cash capital transfer of \$18.1 million. In terms of recurring funding in the General Fund, this represents a 26.4% increase in the cash capital commitment over FY 2015, and was built into expenditure projections in FY 2016 as part of the five-year financial forecast presented to City Council in October 2014.

In developing the five-year financial forecast, a three percent (3%) increase in General Fund revenue was initially projected for FY 2016. As City staff has updated the revenue estimates for FY 2016, projections indicate that the City may see less than a one percent (1%) growth in available General Fund resources (revenues and fund balance budgeted to be expended.) At less than 1% growth, the City may only realize approximately \$4.0 million - \$5.0 million in new General Fund revenue. With \$4.8 million needed to meet planned cash capital funding requirements in FY 2016, almost the entire projected increase of General Fund revenues would be consumed by the previously planned increase in cash capital. This would leave no additional funding for City and Alexandria City Public Schools (ACPS) operations, debt service, Washington Metropolitan Area Transit Authority (WMATA), and other budget categories. Additional information detailing prior year cash capital transfer in relationship to the General Fund can be found in Attachment 2.

The General Fund cash capital is in addition to the debt service payments paid from the General Fund to support previously issued and planned issuance of General Obligation Bonds. In FY 2016, the debt service amount paid from the General Fund was previously estimated between \$66.0 million and \$69.0 million, based on updated project prioritization and project timing in the FY 2016 - FY 2025 CIP. Debt service supported by the General Fund is estimated to be 10.1% to 10.8% of projected FY 2016 expenditures. The actual increase in debt service will not be known until the City Manager’s Proposed CIP is fully developed; however, it is anticipated that the increase might now be able to be approximately \$1.5 - \$2.0 million over last year’s budget to support debt service payments on previously issued and planned to be issued General Obligation Bonds.

#### *Other Cash Capital Considerations*

In municipal finance, there are no generally recognized specific mathematical benchmarks for cash capital funding. The bond rating agencies view of cash capital is positive, but the bond rating agencies do not always set minimum threshold expectations. In general having an overall CIP which is 25% cash capital from all cash sources is considered very healthy. Currently the City’s cash capital planned CIP funding from all sources is about 40% for the Approved FY 2015 - FY 2024 CIP, nearly 15 percentage points greater than a 25% cash capital funding level that the bond rating agencies consider healthy. It is also generally recognized within municipal finance that cash capital funding can be counter-cyclical in relation to the economy and may likely increase when tax revenue growth is the greatest, and may shrink when tax revenue growth is not occurring, or occurring at a slower pace (as is likely for FY 2016). This also allows a smoothing of changes to operating budgets that reduces volatility and enhances stability of budgets.

#### *Comparison to Arlington County*

In comparing the City’s General Fund cash capital transfer to Arlington County, the City contributes a higher



percentage of recurring, unrestricted General Fund cash capital to support pay-as-you-go projects in the CIP. The table below shows a comparison between the City and Arlington County as relates to General Fund cash capital support. The table excludes cash capital transfers from dedicated special revenue funds such as transportation and sewers. Additional information regarding Arlington County's cash capital transfer can be found in Attachment 3.

| <u>Jurisdiction</u> | <u>Total</u>        | <u>Recurring</u>    | <u>One-Time</u>     | <u>G/F% of Recurring</u> |
|---------------------|---------------------|---------------------|---------------------|--------------------------|
|                     | <u>General Fund</u> | <u>Cash Capital</u> | <u>Cash Capital</u> | <u>Cash Capital</u>      |
| City of Alexandria  | \$636.8M            | \$18.1M             | \$3.0M              | 2.84%                    |
| Arlington County    | \$1,147.7M          | \$15.0M             | \$14.8M             | 2.60%                    |

### **Staff Recommendation**

Based on the analysis, City staff is proposing a General Fund cash capital transfer policy for each year of the ten-year CIP as follows:

|                | <b>Percentage</b> | <b>Estimated FY 16 Amount</b> |
|----------------|-------------------|-------------------------------|
| <b>Minimum</b> | 2.0%              | \$12.8 million                |
| <b>Target</b>  | 2.5%              | \$16.0 million                |

Providing a minimum and a target ensures that cash capital will be maintained at an acceptable level, but at same the time flexibility in setting budget priorities between the annual General Fund Operating Budget and annual cash capital transfer from the General Fund to the CIP will remain. Setting a maximum cap (such as three percent) could also be an option, but such a restriction is not needed to ensure a good level of cash capital funding and might also artificially limit the City CIP structuring in the case of unique circumstances where it may be desirable to exceed a three percent cap.

This cash capital policy will provide City staff the flexibility to develop sustainable and affordable General Fund support to the CIP through debt service paid on General Obligation Bonds and a recurring cash capital transfer supporting City Council capital infrastructure priorities in the ten-year CIP. Furthermore, this policy will tie the cash capital closely to the General Fund, and allow cash capital to grow or decrease proportionally with the General Fund, while still providing the necessary resources to maintain the City's capital infrastructure. While this proposed change may shift the cash capital percentage downward from its current 40%, the shift would still provide a healthy cash funded portion of the CIP in the 35% to 37% range.

**FISCAL IMPACT:** There is no fiscal impact to the FY 2015 budget; impacts to the FY 2016 General Fund Operating Budget will be determined once the City Manager's FY 2016 Proposed Operating Budget and Proposed FY 2016 - FY 2025 CIP is fully developed. If the recommended and target percentages are adopted then there will be more flexibility in closing the projected FY 2016 budget gap.

### **ATTACHMENTS:**

Attachment 1: Consideration of a Resolution to Amend FY 2016 City Council Budget Guidance  
Attachment 2: Cash Capital Transfer and General Fund Expenditure Information  
Attachment 3: Arlington County Cash Capital Information

### **STAFF:**

Laura Triggs, Deputy City Manager  
Nelsie L. Birch, Director, Office of Management and Budget (OMB)  
Christopher R. Bever, Assistant Director, OMB

**Resolution \_\_\_\_\_**

**Amending City Council Budget Guidance for Capital Improvement Program  
for FY 2016 – FY 2025**

**WHEREAS**, the City Council of Alexandria passed a Resolution (Resolution #2653) establishing budget guidance for formulation of the Capital Improvement Program (CIP) for FY 2016 – FY 2025; and

**WHEREAS**, section (g)5 of Resolution #2653 states that the CIP shall incorporate “...maintenance or increase in cash capital commitment from approved FY 2015-2024 CIP, provided the City Council has not adopted a superseding Capital Investments Policy that provides for alternate flexibility...”; and

**WHEREAS**, City staff has presented alternative General Fund cash capital commitment policies for City Council consideration as part of the development of the FY 2016 – FY 2025 CIP; and

**WHEREAS**, City staff is recommending that City Council adopt an amendment to the cash capital commitment budget guidance previously adopted by City Council as part of Resolution #2653;

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

The City Manager may propose for City Council consideration a General Fund cash capital transfer to the CIP based on the following:

- (a) The CIP General Fund cash capital transfer shall be no less than two percent (2%) of the proposed and projected General Fund budgets in each year of the ten-year CIP; and
- (b) The CIP General Fund cash capital transfer target shall be two and a half percent (2.5%) of the proposed and projected General Fund budgets in each year of the ten-year CIP.

Adopted: January 13, 2015

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William D. Euille, Mayor

ATTEST:

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Jackie M. Henderson, City Clerk

|                 | Cash Capital                  |                                |                               | General Fund   |                                |                               |                                   |
|-----------------|-------------------------------|--------------------------------|-------------------------------|----------------|--------------------------------|-------------------------------|-----------------------------------|
| Fiscal Year     | Recurring G/F<br>Cash Capital | Annual \$ Inc.<br>Cash Capital | Annual % Inc.<br>Cash Capital | General Fund   | Annual \$ Inc.<br>General Fund | Annual % Inc.<br>General Fund | % Cash Capital to<br>General Fund |
| FY 2011 Actual  | \$ 4,295,000                  |                                |                               | \$ 532,012,564 |                                |                               | 0.81%                             |
| FY 2012 Actual  | \$ 4,915,986                  | \$ 620,986                     | 14.46%                        | \$ 569,240,407 | \$ 37,227,843                  | 7.00%                         | 0.86%                             |
| FY 2013 Actual  | \$ 6,955,483                  | \$ 2,039,497                   | 41.49%                        | \$ 608,883,668 | \$ 39,643,261                  | 6.96%                         | 1.14%                             |
| FY 2014 Actual  | \$ 17,757,911                 | \$ 10,802,428                  | 155.31%                       | \$ 618,414,398 | \$ 9,530,730                   | 1.57%                         | 2.87%                             |
| *FY 2015 Budget | \$ 18,058,784                 | \$ 300,873                     | 1.69%                         | \$ 636,769,902 | \$ 18,355,504                  | 2.97%                         | 2.84%                             |

*\*Does not includes \$3,000,000 in one-time prior year funding.*

| FY 2016 General Fund Cash Capital | Amount        |
|-----------------------------------|---------------|
| FY 2016 Planned CIP               | \$ 22,826,065 |
| *FY 2016 Proposed Minimum (2%)    | \$ 12,820,000 |
| *FY 2016 Proposed Target (2.5%)   | \$ 16,025,000 |

*\*Percentages and amounts based on an estimated General Fund budget of \$641,000,000*

**GENERAL FUND SUMMARY**  
(Figures in Millions of Dollars)

|  | FY 2013<br>Actual | FY 2014<br>Adopted | FY 2015<br>Proposed | FY 2015<br>Adopted | % Change<br>'14 Adopted to<br>'15 Adopted |
|--|-------------------|--------------------|---------------------|--------------------|---|
| <b>EXPENDITURES</b>  |                   |                    |                     |                    |   |
| County Services <sup>1</sup>   | \$510.9           | \$531.7            | \$556.0             | \$556.4            | 4.7%                                      |
| Metro Operations   | 25.5              | 28.2               | 29.9                | 29.9               | 6.0%                                      |
| County Debt Service  | 54.2              | 60.6               | 60.7                | 60.7               | 0.2%                                      |
| Other Post Employment Benefits (OPEB) <sup>2</sup>                                       | 18.8              | 20.9               | 20.9                | 20.9               | -   |
| Contingents  |                   |                    |                     |                    |   |
| General  | -                 | 0.3                | 0.3                 | 0.3                | -   |
| Budget Stabilization Fund  | -                 | 3.0                | -                   | 3.0                | -   |
| Affordable Housing Investment Fund (AHIF) <sup>4</sup>                                   | -                 | 12.5               | 9.7                 | 13.0               | 3.8%                                      |
| Subtotal County Services   | 609.4             | 657.1              | 677.5               | 684.2              | 3.1%                                      |
| Capital  | 31.2              | 13.2               | 10.2                | 23.0               | 74.4%                                     |
| Capital - One-time funding (contingent for joint<br>County/School projects) <sup>3</sup> | -                 | 5.5                | -                   | -                  | -100.0%                                   |
| Subtotal County  | 640.6             | 675.8              | 687.7               | 707.1              | 4.6%                                      |
| Schools Transfer (ongoing)   | 435.5             | 412.6              | 432.2               | 432.2              | 4.7%                                      |
| Schools Transfer (one-time)  | 6.2               | 3.1                | -                   | 8.4                | 172.7%                                    |
| Subtotal Schools   | 441.8             | 415.7              | 432.2               | 440.6              | 6.0%                                      |
| <b>TOTAL EXPENDITURES</b>  | <b>\$1,082.4</b>  | <b>\$1,091.5</b>   | <b>\$1,119.9</b>    | <b>\$1,147.7</b>   | <b>5.1%</b>                               |
| <b>REVENUES</b>  |                   |                    |                     |                    |   |
| Real Estate Tax  | \$596.8           | \$603.0            | \$643.7             | \$637.1            | 5.6%                                      |
| Personal Property Tax  | 107.0             | 106.5              | 108.7               | 108.7              | 2.0%                                      |
| BPOL Tax   | 61.3              | 60.5               | 59.5                | 59.5               | -1.7%                                     |
| Sales Tax  | 39.4              | 40.9               | 40.0                | 40.0               | -2.2%                                     |
| Transient Tax  | 22.3              | 21.8               | 21.8                | 21.8               | -   |
| Utility Tax  | 11.8              | 11.7               | 11.8                | 11.8               | 0.9%                                      |
| Meals Tax  | 34.7              | 34.7               | 36.8                | 36.8               | 6.1%                                      |
| Communications Sales Tax   | 7.8               | 7.8                | 7.5                 | 7.5                | -3.8%                                     |
| Other Local Taxes  | 20.1              | 18.3               | 18.1                | 18.1               | -0.8%                                     |
| Subtotal Taxes   | 901.2             | 905.2              | 947.9               | 941.3              | 4.0%                                      |
| Licenses, Permits and Fees   | 10.5              | 10.4               | 10.5                | 10.5               | 0.7%                                      |
| Fines, Interest, Other   | 9.0               | 13.8               | 12.4                | 12.4               | -10.2%                                    |
| Charges for Services   | 51.7              | 51.2               | 53.9                | 54.2               | 5.9%                                      |
| Miscellaneous  | 37.9              | 5.7                | 5.8                 | 5.8                | 2.0%                                      |
| Revenue from State   | 64.5              | 64.9               | 69.1                | 69.1               | 6.5%                                      |
| Revenue from Federal Government  | 15.6              | 14.5               | 15.2                | 15.2               | 5.0%                                      |
| Subtotal Other   | 189.1             | 160.5              | 166.9               | 167.2              | 4.2%                                      |
| Total Revenue (excluding Fund Balance)   | 1,090.4           | 1,065.7            | 1,114.7             | 1,108.5            | 4.0%                                      |
| Prior Year Fund Balance  | 129.4             | 25.8               | 5.2                 | 39.2               | 52.0%                                     |
| <b>TOTAL REVENUES &amp; FUND BALANCE</b>   | <b>\$1,219.7</b>  | <b>\$1,091.5</b>   | <b>\$1,119.9</b>    | <b>\$1,147.7</b>   | <b>5.1%</b>                               |

<sup>1</sup> Includes General Fund transfers to other operating funds.

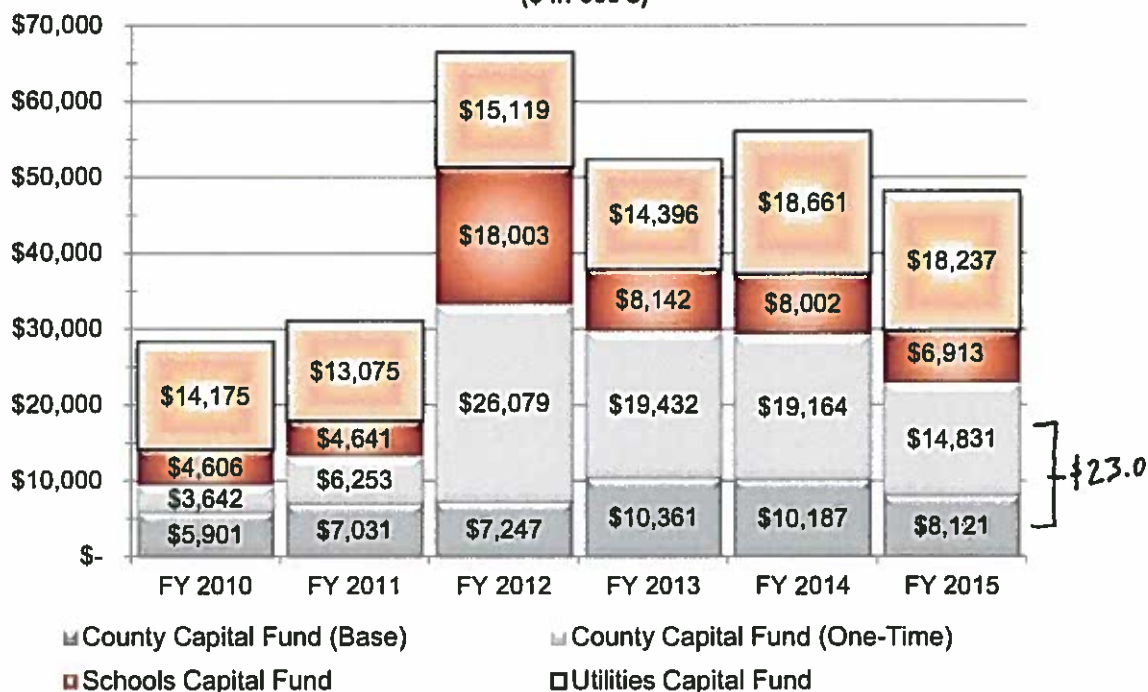
<sup>2</sup> Includes Pay-As-You-Go retiree health and life insurance, and transfer to the OPEB Trust Fund.

<sup>3</sup> In FY 2014 one-time funding is set-aside for County/School capital projects related to enrollment capacity projects and other joint use projects.

<sup>4</sup> Housing Funds include \$1.8 million reserved for payment of Buckingham debt service in FY 2015.

**PAY-AS-YOU-GO APPROPRIATION HISTORY****FY 2010 - FY 2015**

(\$ in 000's)

**PAY-AS-YOU-GO APPROPRIATION HISTORY BY CATEGORY**

(\$ in 000's)

| PROGRAM CATEGORY                  | FY 2010         | FY 2011         | FY 2012         | FY 2013         | FY 2014         | FY 2015         |
|-----------------------------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|
| Regional Partnerships             | \$1,128         | \$1,152         | \$1,166         | \$1,136         | \$1,214         | \$1,287         |
| Transportation & Pedestrian       | 2,813           | 5,432           | 7,939           | 4,037           | 5,041           | 7,235           |
| Government Facilities             | 880             | 3,019           | 14,871          | 13,356          | 3,408           | 2,077           |
| Parks and Recreation              | 200             | 1,001           | 4,166           | 6,410           | 5,211           | 4,090           |
| Technology Investment (IT) *      | 70              | 100             | 1,475           | 1,090           | 1,000           | 1,600           |
| Community Conservation            | 350             | 350             | 800             | 500             | 500             | 500             |
| Public Art **                     | -               | 100             | 150             | 50              | -               | -               |
| County-Schools Joint Use Projects | -               | -               | -               | -               | 8,634           | -               |
| Capital Contingency / Admin       | 4,102           | 2,130           | 2,759           | 3,214           | 4,343           | 6,163           |
| <b>Total County Capital Fund</b>  | <b>\$9,543</b>  | <b>\$13,284</b> | <b>\$33,326</b> | <b>\$29,793</b> | <b>\$29,351</b> | <b>\$22,952</b> |
| <b>Schools Capital Fund</b>       | <b>4,606</b>    | <b>4,641</b>    | <b>18,003</b>   | <b>8,142</b>    | <b>8,002</b>    | <b>6,913</b>    |
| <b>Utilities Capital Fund</b>     | <b>14,175</b>   | <b>13,075</b>   | <b>15,119</b>   | <b>14,396</b>   | <b>18,661</b>   | <b>18,237</b>   |
| <b>Total Capital Fund</b>         | <b>\$28,324</b> | <b>\$31,000</b> | <b>\$66,448</b> | <b>\$52,331</b> | <b>\$56,014</b> | <b>\$48,102</b> |

Numbers may not add due to rounding.

\* Information Technology projects are also funded from master lease financings which are reported separately in the master lease section of the budget.

\*\* Prior to FY 2013, the Public Art Program was a budgeted capital program in the Department of Parks and Recreation. Effective in FY 2013, the Public Art capital program is transferred to Arlington Economic Development.

# Capital Improvement Program (CIP)

## General Fund Cash Capital



- Budget guidance adopted by City Council in November was to maintain or increase the cash capital commitment based on the Approved FY 2015-2024 CIP
- Policy option subsequently presented to City Council in December to cap General Fund support to the CIP at 12% of total General Fund
- City Council directed staff to review cash capital portion of General Fund support and recommend options for a cash capital “floor”



# Capital Improvement Program (CIP)

## General Fund Cash Capital



### **FY 2016 Budget Development**

- Cash capital planned to increase \$4.7 million or 26.4% over FY 2015
- All General Fund revenues now projected at only about a 1% increase, or approximately \$4.0 million - \$5.0 million over FY 2015
- Under current guidance, cash capital by itself would consume nearly all of General Fund new revenue

# Capital Improvement Program (CIP) General Fund Cash Capital



## Cash Capital Contributions

- Target of 25% cash funding from all sources is considered very healthy due to the flexibility it provides in maintaining capital infrastructure investments
  - FY 2015 – FY 2024 CIP - 41% cash funded from all sources
  - New recommended policy will maintain cash funding in the CIP from all sources at over 35% of total CIP
- Ties cash capital to General Fund revenue growth

# Capital Improvement Program (CIP) General Fund Cash Capital



## **Staff Policy Recommendation**

- Sustainable and affordable cash capital contribution to the CIP
- Staff recommendation:
  - “Floor” or minimum – 2% of recurring General Fund revenues (\$12.8 million in FY 2016)
  - Target – 2.5% of recurring General Fund revenues (\$16.0 million in FY 2016)
  - No adjustment to current City Council imposed debt limits
- Policy would be applied to all ten years of the forthcoming FY 2016 – FY 2025 City Manager’s Proposed CIP



## Legislation Details (With Text)

**File #:** 14-3448 **Name:**

**Type:** Ordinance **Status:** Agenda Ready

**File created:** 11/24/2014 **In control:** City Council Legislative Meeting

**On agenda:** 1/13/2015 **Final action:**

**Title:** Introduction and First Reading. Consideration. Passage on First Reading of a Proposed Amendment to Title 9 (Licensing and Regulation), Chapter 12 (Taxicabs and Other Vehicles for Hire) of the Code of the City of Alexandria, Virginia, 1981.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [14-3448 Attachment 1 - Taxi Biennial Review etc.pdf](#)  
[14-3448 Attachment 2 Ordinance Cover](#)  
[14-3448 Attachment 3 Ordinance](#)  
[14-3448 Attachment 4 Biennial Review Presentation](#)

| Date | Ver. | Action By | Action | Result |
|------|------|-----------|--------|--------|
|------|------|-----------|--------|--------|

## City of Alexandria, Virginia

### MEMORANDUM

**DATE:** JANUARY 7, 2015

**TO:** THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

**FROM:** MARK B. JINKS, ACTING CITY MANAGER /s/

**DOCKET TITLE:**

Introduction and First Reading. Consideration. Passage on First Reading of a Proposed Amendment to Title 9 (Licensing and Regulation), Chapter 12 (Taxicabs and Other Vehicles for Hire) of the Code of the City of Alexandria, Virginia, 1981.

**ISSUE:** City Council consideration of City Manager recommendations related to the Biennial Review of the Taxicab Industry.

**RECOMMENDATION:** That City Council adopt the Traffic and Parking Board recommendations to maintain the total existing number of authorized taxicabs at 767 and approve the proposed Ordinances (Attachments 3 and 4) on first reading and set the Ordinance for public hearing, second reading, and final

passage on Saturday, January 24, 2015 to include:

1. Replace the requirement for two-way radios;
2. No Driver Smoking in Cabs; and,
3. No Talking on the Cell Phone While Transporting Passengers.

**BACKGROUND:** The Traffic and Parking Board recommended maintaining the total existing number of authorized taxicabs at 767 and make three changes to City Code as follows:

1. Replace the requirement for two-way radios in section 9-12-81(k) of the City Code with a requirement for wireless dispatch equipment. The use of two-way radios is an outdated mode of dispatching taxicabs. Most modern taxicab companies use computerized wireless dispatching systems employing Global Positioning System (GPS) technology.
2. Prohibit drivers from smoking in taxicabs even when off duty. Taxicabs are a form of public transportation and operators of other forms of public transportation, such as, buses, trains and aircraft are not permitted to smoke. The ban on smoking was requested by several of the cab companies because if smoking is permitted the aroma lingers in the cab and is offensive to many passengers.
3. Prohibit drivers from using cell phones when transporting passengers. The ban of cellphone use was requested by several of the cab companies because of the safety implications resulting from distracted driving.

**DISCUSSION:** See Attachment 1

**FISCAL IMPACT:** There is no fiscal impact on the City government that would occur as a result of these recommendations.

**ATTACHMENTS:**

Attachment 1: Traffic and Parking Board Docket, November 17, 2014

Attachment 2: Ordinance Cover

Attachment 3: Ordinance to eliminate two-way radio requirement and prohibit smoking and talking on cell phone

Attachment 4: Biannual Review of Taxi Industry Presentation

**STAFF**

Emily Baker, Acting Deputy City Manager

James Banks, City Attorney

Yon Lambert, Acting Director, T&ES

Sandra Marks, Deputy Director, T&ES

Bob Garbacz, Division Chief, Transportation, T&ES







***Traffic and Parking Board's recommendations on the Biennial Review of the Taxicab Industry review.***

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|   |  |
|---|--|
| <b>Project Name:</b>                      | <b>Biennial Review of the Taxicab Industry</b> |
| <b>Location:</b>                          | <b>Citywide</b>                                |
| <b>Applicant:</b>                         | <b>City Manager</b>                            |
| <b>Traffic and Parking Board Meeting:</b> | <b>November 17, 2014</b>                       |

**Purpose of Application**

To review the economic condition of Alexandria's taxicab industry, the adequacy of public service rendered by the industry, and whether any changes to the regulation are necessary or desirable.

**Staff Recommendation**

1. Maintain the existing number of cabs
2. Remove the two-way radio requirement in 9-12-81(k)
3. Prohibit smoking in cabs
4. Prohibit use of cell phones by drivers while transporting passengers except in emergencies

**Staff Reviewers**

Bob Garbacz, bob.garbacz@alexandriava.gov  
Sandra Marks, sandra.marks@alexandriava.gov

**DISCUSSION:** Staff offers the following discussion on the Traffic and Parking Board's recommendations:

1. The Traffic and Parking Board recommended to the City Manager that only Yellow Cab be granted five new ADA taxicabs and the other requests for additional cabs be denied. Staff is recommending that the existing number of authorized taxicabs remain at 767 and not granting the additional five ADA cabs to Yellow Cab. During the 2014 biennial review the following companies requested increases in the number of taxicabs they were authorized to operate: GoGreen Cab requested an additional 30 taxicabs, King Cab requested an additional 15 taxicabs and Yellow Cab requested an additional 10 cabs, five ADA and five electric. For the past two years the call volume on dispatch taxi service has increased by only 10 percent and the demand for service at the airport has not changed. The small increase over the past two years for taxicab service does not require a change in the number of authorized taxicabs. Of the six authorized taxicab companies only two had a dispatch call volume of over two calls per driver per day. There are also concerns about the impact Transportation Network Companies (TNCs) may have on the market.
2. The Traffic and Parking Board recommended to the City Manager and staff agrees to replace the requirement for two-way radios in section 9-12-81(k) of the City Code with a requirement for wireless dispatch equipment. The use of two-way radios is an outdated mode of dispatching taxicabs. Most modern taxicab companies use computerized wireless dispatching systems employing Global Positioning System (GPS) technology.
3. The Traffic and Parking Board recommended to the City Manager and staff agrees that drivers be banned from smoking in taxicabs even when off duty. Taxicabs are a form of public transportation and operators of other forms of public transportation, such as, buses, trains and aircraft are not permitted to smoke. The ban on smoking was requested by several of the cab companies because if smoking is permitted the aroma lingers in the cab and is offensive to many passengers.
4. The Traffic and Parking Board recommended to the City Manager and staff agrees that drivers should be prohibited from using cell phones when transporting passengers. The ban of cellphone use was requested by several of the cab companies because of the safety implications resulting from distracted driving.

## **TRAFFIC AND PARKING BOARD ACTION, NOVEMBER 17, 2014:**

1. Renewal of existing certificates of public convenience and necessity: Mr. Schuyler made a motion, seconded by Ms. Jones to: 1) renew all of the existing certificates at their present number; 2) approve five (5) new ADA only authorizations for Alexandria Yellow Cab; and, 3) request that staff start tracking the usage of the City's ADA cabs. The motion carried unanimously.
2. Proposed changes to Part II, Title 9, Chapter 12 of the City Code: Mr. Lewis made a motion, seconded by Mr. Cole, to: 1) remove the requirements for two-way radios; 2) Prohibit smoking in taxicabs; and , 3) Prohibit talking on the phone while transporting passengers except for limited duration emergency situations. The motion carried unanimously.
3. Taxicab Fare Rates: Mr. Lewis made a motion, seconded by Mr. Cole, to: 1) Reject staff's recommendations to eliminate the fees charged for animals and for items placed in the taxicab trunk; 2) Direct staff to work with the industry to incorporate better technology; and, 3) Provide clear criteria on the requirements to justify additional authorizations for certificate holders. The motion carried unanimously.

### **Speakers:**

| <b>Speaker Name</b> | <b>Comments</b>   |
|---------------------|---|
| Daniel Berhane      | Opposed eliminating fees for luggage and animals.   |
| Kyle Summers        | Requested 10 new authorizations for Yellow Cab, 5 ADA cabs and 5 all electric cabs.   |
| Ken Aggrey          | Supported staff's recommendation.   |
| Daneil Woldegiorgis | Supported ban on smoking and ban on cell phones.<br>Opposed eliminating fees for luggage and animals.   |
| Bernardo Romeue     | Opposed eliminating fees for luggage and animals.   |
| Mujahid Ahmad       | Requested 30 new authorizations for GoGreen Cab.<br>Supported eliminating two-way radio and ban on cell phone use.<br>Opposed to eliminating luggage fee. |
| Kenneth Bynum       | Supported ban on smoking and ban on cell phones.<br>Opposed eliminating two-way radios and fees for luggage and animals.                                  |
| Abas Ali Abu        | Supported ban on smoking and cell phones.<br>Opposed eliminating luggage charge.  |
| Abdul Karim         | Requested 15 new authorizations for King Cab.<br>Supported ban on smoking and cell phones.<br>Opposed eliminating luggage charge and two-way radios.      |
| Chand Dodhy         | Supported ban on smoking and cell phones.<br>Opposed to any new authorizations and to eliminating fees for luggage and animals .                          |

## TRAFFIC AND PARKING BOARD PUBLIC HEARING

NOVEMBER 17, 2014

**DOCKET ITEM:** 6

**ISSUE:** Consideration of the Biennial review and public hearing on conditions within the Alexandria taxicab industry.

**APPLICANT:** Director of T&ES

**LOCATION:** Citywide

**STAFF RECOMMENDATION:** That the Traffic and Parking Board receive the information provided herein and the testimony offered during the public hearing for consideration of conditions within the Alexandria taxicab industry.

**Background:** City Code Section 9-12-31 requires that the Traffic and Parking Board and City Manager conduct a review of the taxicab industry in Alexandria. As part of this review, the Board is to hold a public hearing to receive testimony from industry representatives and the public as to the economic condition of the industry, the adequacy of public service provided and necessary or desirable changes in the regulation of the industry, including the number of taxicabs authorized for each company.

In consideration of the public testimony and other available information, the Board is to forward its conclusions as to the status of the industry and its recommendations on all matters included in the annual review to the City Manager for consideration in making final determinations on any pending applications or proposals under section 9-12-30.

**Discussion:** One of the biggest issues facing the Alexandria taxicab industry is the emergence of Transportation Network Providers (TNC). TNCs broker taxi service by connecting people who need rides to private individuals with cars. This is done through a smart phone app under the guise of "ridesharing". In many ways TNCs are a positive influence to the industry by providing much needed competition. They've developed a business model that appeals to a large segment of the population and which actually provides better service than traditional taxicabs. However, TNCs have their down side as they only serve the lucrative markets. This leaves certain segments of the population unserved, such as disabled persons, lower income persons and the elderly. In addition, TNCs currently operate in an unregulated environment with an "*arrest me or get out of my way*" attitude. For example, during the September 28, 2014 U.S. Conference of Mayors meeting in Sacramento, CA, Uber's CEO Travis Kalanick stated that Uber plans to aggressively roll out new ridesharing features without waiting for permission from public agencies. When the State of Virginia issued Uber and Lyft a cease and desist order in June 2014, the two companies completely ignored the order. The cease and desist order has since been lifted and Uber and Lyft have been allowed to operate.

This is a cause for concern for local regulators because there is no way to ensure the public's safety. TNCs have had questionable practices in hiring drivers and, although they claim to do background checks, there is no way to substantiate this claim. The insurance coverage is also questionable. Uber, for example, claims to insure their drivers while the app is on only if the driver's personal insurance does NOT cover the driver. This has the potential to create a litigation issue as insurance companies argue over who pays the claim.

TNCs have had major impacts on the taxi industry in the Cities they operate. At a recent Council of Governments (COG) Taxicab Regulator's meeting, it was mentioned that San Francisco's demand for regular taxi service dropped by 60 percent in the two years since Uber started operations. Washington D.C. reportedly has between 1,500 to 1,800 cabs on any day sitting idle because of lost market share to TNCs and several of the Arlington Taxicab companies have seen losses close to 30 percent. Although TNCs are operating at Reagan National Airport, they are operating as private vehicles and not using the airport taxicab queue. The airport is not reporting a decrease in the number of taxicab pickups, but this is partially attributed to an increase in the number of flights operating from the airport. However, this will most certainly change as TNCs gain market share in the region. TNCs have not yet had a major impact in the Alexandria taxicab market and dispatch call volumes are up by 10.5 percent since the last biennial review. However, staff expects to see greater impacts over the next several years. Much of the focus of this biennial review will be on how to better position the Alexandria taxi industry to compete with TNCs. Taxicabs are a valuable service to the City and this service needs to be preserved.

#### Credit Card Payments:

In May 2013 the Alexandria City Council passed Ordinance 4810 requiring drivers to accept credit card payments. When this ordinance was passed, there was concern on the impact this requirement would have on taxicab drivers. Staff collected information from the companies and found roughly one third of the taxi trips are paid by credit cards. Drivers are paying between 2.75 percent to 5 percent for transaction fees and the average credit card fare is \$22.00. The bigger dispatch companies require the drivers to use their company processing equipment in the vehicle and charge 5 percent, while drivers of the smaller companies usually elect to use their own processing equipment. The requirement for drivers to accept credit card payments does not appear to be creating an undue burden on the drivers.

#### Certificates:

Alexandria has issued 21 certificates of public convenience and necessity that authorize the operations of taxicabs in the City of Alexandria. Of these, six are issued to taxicab companies and 15 are issued to individuals (grandfathered certificates). In aggregate, these certificates authorize the operation of 767 taxicabs, all of which are required to maintain affiliation with a taxicab company. Individually-held certificates authorize the operation of one taxicab each or 15 taxicabs total. Collectively, company-held certificates authorize the operation of 752 taxicabs.

Staff believes that the number of Alexandria taxicabs exceeds the demand for service. An oversaturated market restricts driver's ability to earn a living wage. With the introduction of TNCs it is important to keep the taxicab fleet adequately sized because a taxicab fleet that is too small is an open invitation for TNCs to enter the market. However, as the demand for TNCs increase, it's possible that the demand for taxicabs may decrease.

In September 2014, City Council revised the City's taxicab ordinance to eliminate the driver transfer provisions. This will be the first review since 2005 with no driver transfers. City Council revised the ordinance based on the recommendation of the Taxicab Taskforce. This change was implemented to address the July 1, 2012 change to State Code Section 46.2-2067(b) limiting a jurisdiction's ability to reduce the number of cabs authorized for any particular company. Allowing drivers to transfer under the new State code would have required significant backfilling of driver slots vacated by transferring drivers. This would significantly increase the number of cabs in an already oversaturated market.

**Findings:**

The following is a summary of staff observations regarding current taxicab service, economic condition of the industry and overall industry performance. This information is intended to provide the Board with staff's perspective on current conditions in Alexandria's taxicab industry for consideration along with testimony provided during the public hearing and other information that is available to the Board.

Since the 2012 review the demand for taxi dispatch has increased by 10.5 percent over the two years. By comparison, at the 2012 review the demand for taxi dispatch service increased by 23 percent from 2010. The rate of increase for this review is half that of two years ago. The exact reason for this slower growth is uncertain but is likely market share lost to TNCs.

Four factors were considered to determine if any fare changes are needed; 1) the rate of inflation since the last fare review; 2) the change in gasoline prices; 3) the change in the cost to maintain a vehicle; and, 4) competition in the area.

The Consumer Price Index (CPI) was used to determine the rate of inflation since the last fare review. The CPI measures the price change for a market basket of goods and services from one period to the next and is used as a cost of living index. For this analysis, the Department of Labor, Bureau of Labor Statistics index for all urban consumers was used. In 2012, the last fare review, the CPI was 231.407 and in 2014 the CPI is 237.852. The cost of living increase equates to 2.79 percent over the past two years. For driver's income to keep pace with inflation, their net income must increase by 2.79 percent.

The average cost of a gallon of gasoline based on the Department of Energy's data was \$3.58 for the 12 months preceding the 2012 rate adjustment and \$3.40 for the past 12 months. This represents a 5 percent decrease in the cost of fuel since the last fare adjustment in 2012.

The average trip length and expected fuel economy were used to calculate the impact of gas price increases on a typical taxi trip. The EPA mileage estimates for a 2009 Crown Victoria, a typical taxi vehicle, is 16 miles-per-gallon (mpg). The dispatch data from over 34,000 taxi trips shows the average trip length is 10 miles. The calculation goes as follows:

1) 2012 Trip cost at \$3.58 per gallon

$$\text{Trip cost} = (\text{Trip Miles/Fuel Mileage}) \times (\text{Gas Cost})$$



$$\text{Trip Cost City} = (10 \text{ miles} / 16 \text{ miles/gallon}) \times (\$3.58/\text{Gallon}) = \$2.24$$

2) 2014 Trip cost at \$3.40 per gallon

$$\text{Trip cost} = (10 \text{ miles} / 16 \text{ miles/gallon}) \times (\$3.40/\text{Gallon}) = \$2.13$$

3) Cost Difference

$$\text{Cost Difference} = \$2.13 - \$2.24 = \underline{(\$0.11/\text{Trip})}$$

Every year the AAA publishes a report titled “Your Driving Costs”. This report determines how much it will cost per mile to operate a car for that year. Factors such as fuel, maintenance, tires, insurance, license, registration, taxes, depreciation and finance are all included in the calculation. Although these costs are based on a non-commercial vehicle, they do provide a good indicator of the relative costs to operate a passenger vehicle similar to a taxicab. In 2012 the AAA calculated that the cost to drive a medium size sedan was \$0.59 per mile and in 2014 was \$0.59 per mile. This represents no increase in the operational costs.

|                      | 2012 (Last Fare Review) | 2014        | Change |
|----------------------|-------------------------|-------------|--------|
| Consumer Price Index | 231.407                 | 237.852     | 2.79%  |
| Cost of Gasoline     | \$3.58                  | \$3.40      | -5%    |
| AAA Driving Costs    | \$0.59/mile             | \$0.59/mile | 0%     |

The last item considered are the fare rates of surrounding jurisdictions. This serves two purposes, first to make sure that the proposed fares are in line with the rest of the region and second to make sure Alexandria’s taxi service is competitive. Below is a chart showing the fares of the surrounding competing jurisdictions.

### Regional Taxicab Fare Rates and Charges

|                   | Alex<br>(Ex) | Arl.    | Fairfax | D.C.    | Montg.  | P.G.    | Airport<br>Flyer | UberX     |
|-------------------|--------------|---------|---------|---------|---------|---------|------------------|-----------|
| Drop              | \$3.00       | \$2.75  | \$3.25  | \$3.25  | \$4.00  | \$3.00  | \$3.50           | \$2.00    |
| Mileage           | \$2.16/mile  | \$2.10  | \$2.10  | \$2.16  | \$2.00  | \$1.75  | \$2.00           | \$1.25*   |
| Waiting           | \$24.92/hr   | \$22.5  | \$21.18 | \$35.00 | \$28.00 | \$22.50 | \$22.50          | \$15.00   |
| Passengers        | \$1.25       | \$1.00  | \$1.00  | \$1.00  | \$1.00  | \$1.00  | \$1.50           |           |
| Suitcase          | \$0.50       | \$0.50  | \$0.50  | ---     | ---     | ---     | ---              | ---       |
| Trunk             | ---          | \$2.00  | \$2.00  | ---     | ---     | ---     | ---              | ---       |
| Groc. Bags        | ---          | ---     | \$0.25  | ---     | ---     | ---     | ---              | ---       |
| Animals           | \$2.00       | ---     | \$1.00  | ---     | ---     | \$1.00  | ---              | ---       |
| Snow              | \$5.00       | ---     | ---     | \$15.00 | \$2.50  | \$3.00  | \$2.50           | ---       |
| Dispatch          | ---          | ---     | ---     | \$2.00  | ---     | ---     | ---              | ---       |
| Trip to<br>Dulles | \$76.05      | \$73.77 | \$74.23 | \$78.30 | \$71.64 | \$62.12 | \$71.14          | \$55.00** |

\*Uber charges \$0.25 per minute/\$15.00 per hour of trip time, not waiting time like regular taxi services

\*\*The \$55.00 trip to Dulles is a flat rate which was advertised on the Uber website

The table below shows the current authorizations for each company.

### Current Authorizations

| Certificate<br>Number | Company<br>Name       | Regular | ADA | Grandfather | Total |
|-----------------------|-----------------------|---------|-----|-------------|-------|
| 34                    | Alexandria Yellow Cab | 271     | 12  | 7           | 290   |
| 46                    | King Cab              | 51      | 1   | 1           | 53    |
| 77                    | VIP Cab               | 62      | 1   | 1           | 64    |
| 120                   | White Top             | 101     | 7   | 3           | 111   |
| 130                   | Alexandria Union Cab  | 222     | 2   | 2           | 226   |
| 140                   | Go Green              | 20      | 0   | 0           | 20    |

**TRAFFIC AND PARKING BOARD PUBLIC HEARING  
NOVEMBER 17, 2014**

**DOCKET ITEM:** 7

**ISSUE:** Consideration of recommendations on the renewal of existing certificates of public convenience and necessity.

**APPLICANT:** Director of T&ES

**LOCATION:** Citywide

**STAFF RECOMMENDATION:** The Traffic and Parking Board consider and adopt staff's recommendations to the City Manager with regards to the renewal of existing certificates of public convenience and necessity.

**Background:** A specific consideration for each annual review is the renewal of existing certificates of public convenience and necessity (certificates) and the number of taxicabs that may be affiliated with each certificate holder. Factors to be considered in these determinations are specified in code section 9-12-31, and include the certificate holder's record of compliance with code requirements for certificate holders, the demonstrated need on a company-by-company basis for a sufficient number of affiliated taxicabs to provide satisfactory public service and ensure adequate dispatch service.

**Discussion:** There are 21 certificates of public convenience and necessity that authorize the operations of taxicabs in the City of Alexandria. Of these, six are issued to taxicab companies and 15 are issued to individuals (grandfathered certificates). In aggregate, these certificates authorize the operation of 767 taxicabs, all of which are required to maintain affiliation with a taxicab company. Individually-held certificates authorize the operation of one taxicab each or 15 taxicabs total. Collectively, company-held certificates authorize the operation of 752 taxicabs.

The number of Alexandria taxicabs exceeds the demand for service. This large number of cabs restricts driver's ability to earn a living. This issue is further compounded by the introduction of Transportation Network Providers (TNC) into the market. Although TNCs have not had a significant impact on the Alexandria market, they have had major impacts on the Arlington and Washington D.C. markets. Several of the Arlington taxicab companies are reporting near 30 percent reductions in business resulting from TNCs penetration into the market. D.C. is reporting that on any given day over 1,000 cabs sit idle. TNCs are expected to have a greater impact on the Alexandria market in the years to come.

A summary of the requests to renew certificates of public convenience and necessity for 2015 is provided below.

**Renewal of Individually-Held (Grandfathered) Certificates**

Individually held certificates are routinely renewed each year as long as the holder intends to remain active in the industry by operating a taxicab at least 50 percent of the year. Of the 17

certificate holders, two have retired and the remaining 15 plan to remain active in the taxicab industry. Staff recommends renewal of these 15 individual certificates as requested.

#### Renewal and Amendment of Company-Held Certificates

Requests to renew and amend (increase or decrease the number of authorized taxicabs) company-held certificates require consideration of a broader range of factors.

Applications to renew company-held certificates were received from six existing taxicab companies. The current number of authorized taxicabs for each company and the requested amendments of these certificates are summarized in the following table.

| Company          | Regular | ADA | Grandfather | Total | Requested Amendment |
|------------------|---------|-----|-------------|-------|---------------------|
| Alex. Yellow Cab | 271     | 12  | 6           | 289   | +10                 |
| King Cab         | 51      | 2   | 3           | 56    | +15                 |
| VIP Cab          | 62      | 2   | 1           | 65    | No Change           |
| White Top        | 101     | 6   | 3           | 110   | No Change           |
| Alex. Union Cab  | 223     | 2   | 2           | 227   | No Change           |
| Go Green         | 20      | 0   | 0           | 20    | +30                 |

Based on the renewal applications, findings of the taxi industry survey and other relevant information, staff's comments and recommendations on these renewal requests follow.

#### GoGreen Cab (Certificate Number 140)

GoGreen Cab requests renewal of its certificate with the current 20 authorized taxicabs plus 30 new authorizations.

The results of this year's industry review show that GoGreen Cab has a dispatch level of 0.32 dispatch calls per day per driver. GoGreen is requesting 30 additional authorizations which will bring the total authorizations to 50 taxicabs. GoGreen believes that their current fleet size is not a large enough to provide a viable dispatch service and would like to enlarge their fleet so that they can make investments in technology.

Staff recommends renewing GoGreen's certificate with the current 20 authorizations. Staff recommends against granting any new authorizations because of the low dispatch rate. GoGreen has not provided any plans or rationale for this request other than they need more cabs to support a viable dispatch service.

#### Alexandria Yellow Cab (Certificate Number 34)

Alexandria Yellow Cab requests renewal of its certificate with the current 283 authorized taxicabs plus 10 new authorizations.

The results of this year's industry review show that Yellow cab is the primary provider of dispatch service in Alexandria, serving 85 percent of all dispatch trips in the city. Yellow's dispatch service level is 8.5 dispatch trips per cab per day. This is significantly higher than any other Alexandria taxicab company. By contrast, in 2012 Yellow had a dispatch level of 7.4 dispatch trips per cab per day and in 2010 Yellow had a dispatch level of 5.6 dispatch trips per cab per day.

Alexandria Yellow Cab (AYC) is requesting 10 new authorizations, 5 ADA cabs and 5 electric only cabs. Yellow is requesting the additional ADA cabs because they are having difficulty servicing the demand for ADA service. The Alexandria City Public Schools (ACPS) has been relying on Alexandria Yellow Cab to transport disabled students to and from school. AYC is requesting 5 all electric vehicles because they believe they can tap into the upscale environmentally conscious market. EnviroCab in Arlington unsuccessfully attempted to operate and all electric cab two years ago with a Nissan Leaf. The problem they encountered was the limited range and long charging time for the battery. On more than one occasion the cab was not able to make the return trip from Dulles Airport because the battery ran out. AYC believes they have solved this problem by using the Telsa electric vehicle. The Telsa has a range of over 200 miles on a charge and has a much quicker charge time than the Nissan Leaf. The Telsa cost \$70,000 to purchase. Yellow plans to hire special drivers and market the electric vehicle to an upscale consumer market.

Staff believes that renewal of Yellow Cab's certificate will serve the public interest and recommends that it be renewed with the present 283 authorized taxicabs. Staff recommends against granting the 5 ADA authorizations and 5 all electric authorizations requested. Staff believes that AYC can accommodate ADA service requests by converting several of their regular cabs to ADA cabs as drivers leave the market.

**King Cab Company (Certificate Number 46)**

King Cab requests renewal of its certificate with the current 52 authorized taxicabs plus 15 new authorizations.

The results of this year's industry review show that King Cab's dispatch service level is 1.7 dispatch trips per cab per day. This is up from the 1.37 dispatch trips per cab per day at the last review two years ago.

Staff believes that renewal of King Cab's certificate will serve the public interest and recommends that it be renewed at the current 52 authorizations. Staff recommends against granting any new authorizations because King has not provided a to plan to expand dispatch service with these new certificates.

**VIP Cab Company (Certificate Number 77)**

VIP Cab Company requests renewal of its certificate with the current 62 authorizations.

The results of this year's industry review show that VIP Cab is currently serving 1.8 dispatch trips per cab per day.

Staff believes that renewal of VIP Cab's certificate will serve the public interest and recommends that it be renewed at the current 62 authorizations.

**White Top Cab Company (Certificate Number 120)**

White Top Cab Company requests renewal of its certificate with the current 108 authorizations.

The results of this year's industry review show that White Top Cab is currently serving 4.9 dispatch trips per cab per day.

Staff believes that renewal of White Top Cab's certificate will serve the public interest and recommends that it be renewed at the current 108 authorizations.

**Union Taxicab Cooperative (Certificate Number 130)**

Union Taxicab requests renewal of its certificate with the current 224 authorized taxicabs.

The results of this year's industry review show that Union Taxicab is currently serving 0.52 dispatch trips per cab per day.

Staff believes that renewal of Union Taxicab Cooperative's certificate will serve the public interest and recommends that it be renewed at the current 224 authorizations.

A summary of staff's recommendations are contained in the table below.

| <b>Company</b>        | <b>Dispatch<br/>Calls per<br/>Driver</b> | <b>Current<br/>Authorized<br/>Taxicabs</b> | <b>Recommended<br/>Changes</b> | <b>Total<br/>Recommended<br/>Authorizations</b> |
|-----------------------|--|--|--------------------------------|---|
| Alexandria Yellow Cab | 8.5                                      | 289  | 0                              | 289   |
| King Cab              | 1.7                                      | 56   | 0                              | 56  |
| VIP Cab               | 1.8                                      | 65   | 0                              | 65  |
| White Top Cab         | 3.5                                      | 110  | 0                              | 110   |
| Alexandria Union Cab  | <1                                       | 227  | 0                              | 227   |
| GoGreen Cab           | <1                                       | 20   | 0                              | 20  |



**TRAFFIC AND PARKING BOARD PUBLIC HEARING  
NOVEMBER 17, 2014**

**DOCKET ITEM:** 8

**ISSUE:** Consideration of Staff recommendations on the proposed changes to Part II, Title 9, Chapter 12 of the City Code.

**APPLICANT:** Director of T&ES

**LOCATION:** Citywide

**STAFF RECOMMENDATION:** That the Traffic and Parking Board consider and adopt recommendations to the City Manager with regard to:

1. 9-12-81(k) of the City Code for two-way radios be removed and replaced with a requirement for wireless dispatch equipment
2. No smoking in the cab
3. No talking on the phone while transporting passengers

**Background:** A consideration for each biennial review is the review of whether any changes to the regulation of the industry are necessary or desirable.

**Discussion:** Staff is proposing a number of changes to the code to improve service delivery. A discussion of the proposed changes follows:

1. **Replace the requirement for two-way radios:** The requirement for two-way radios is out dated and this section of the code needs to be revised to reflect the current state of the practice. Most companies now use computer dispatch systems and no longer use two-way radios to dispatch and communicate with drivers. The two-way radio requirement costs companies and drivers unnecessary money to maintain. Staff recommends replacing this requirement with the following:

Every taxicab shall be equipped with wireless dispatching equipment, properly installed and kept in working order at all times. Each unit shall have the ability to conduct two-way communications between central dispatch and the equipment in the taxicab.

2. **No Driver Smoking in Cabs:** The industry requested that drivers not be allowed to smoke in cabs. Many passengers find the odor of cigarette smoke offensive. Although most drivers do not smoke in the cab while transporting passengers, they often smoke between trips and the odor then lingers in the taxi. Almost all other forms of public transportation do not allow smoking and it would be consistent for the taxi industry to also prohibit smoking.

3. No Talking on the Cell Phone While Transporting Passengers: The industry requested that drivers be prohibited from talking on their cell phone while transporting passengers. The driver should be paying full attention to driving the taxicab safely and the passenger's concerns.

**TRAFFIC AND PARKING BOARD PUBLIC HEARING  
NOVEMBER 17, 2014**

**DOCKET ITEM:** 9

**ISSUE:** Consideration of Staff recommendations on the proposed taxicab fare rate change.

**APPLICANT:** Director of T&ES

**LOCATION:** Citywide

**STAFF RECOMMENDATION:** That the Traffic and Parking Board consider and adopt recommendations to the City Manager with regard to taxicab fares and the elimination of the fees charged for animals and items placed in the taxicab trunk.

**Background:** A specific consideration for each annual review is the review of existing taxicab fares. Factors to be considered in these determinations are specified in code section 9-12-31, and include the ability of current drivers to earn a living wage. Staff believes that the industry would benefit if the fare structure were simplified. With all the add-ons allowed under the current structure, customers can become overwhelmed and confused as to the legitimacy of the add-ons. Many of the drivers don't charge for extras because of the confusion factor and they believe they'll make the cost up in a higher tip.

**Discussion:** The taxicab fare rates were last changed in January 2012. Based on current economic conditions staff does not believe a fare increase is justified. Any adjustments to the fare structure should be aimed at simplifying the structure to improve customer understanding and improving competitiveness with TNCs. Four factors were considered when evaluating the proposed fare changes; 1) the rate of inflation since the last fare review; 2) the change in gasoline prices; 3) the change in the cost to maintain a vehicle; and, 4) competition in the area.

**Rate of Inflation:**

The Consumer Price Index (CPI) was used to determine the rate of inflation since the last fare review. The CPI measures the price change for a market basket of goods and services from one period to the next and is used as a cost of living index. For this analysis the Department of Labor, Bureau of Labor Statistics index for all urban consumers was used. In 2012, the last fare review, the CPI was 231.407 and in 2014 the CPI is 237.852. The cost of living increase equates to 2.79 percent over the past two years. For driver's income to keep pace with inflation, their net income must increase by 2.79 percent.

**Change in Gasoline Prices:**

The average cost of a gallon of gasoline based on the Department of Energy's data was \$3.58 for the 12 months preceding the 2012 rate adjustment and \$3.40 for the past 12 months. This represents a 5 percent decrease in the cost of fuel since the last fare adjustment in 2012.

The average trip length and expected fuel economy were used to calculate the impact of gas price increases on a typical taxi trip. The EPA mileage estimates for a 2009 Crown Victoria, a typical

taxi vehicle, is 16 miles-per-gallon (mpg). The dispatch data from over 34,000 taxi trips shows the average trip length is 10 miles. The calculation goes as follows:

4) 2012 Trip cost at \$3.58 per gallon

$$\text{Trip cost} = (\text{Trip Miles/Fuel Mileage}) \times (\text{Gas Cost})$$

$$\text{Trip Cost City} = (10 \text{ miles}/16 \text{ miles/gallon}) \times (\$3.58/\text{Gallon}) = \$2.24$$

5) 2014 Trip cost at \$3.40 per gallon

$$\text{Trip cost} = (10 \text{ miles}/16 \text{ miles/gallon}) \times (\$3.40/\text{Gallon}) = \$2.13$$

6) Cost Difference

$$\text{Cost Difference} = \$2.13 - \$2.24 = \underline{(\$0.11/\text{Trip})}$$

Cost of Vehicle Maintenance:

Every year the AAA publishes a report titled "Your Driving Costs". This report determines how much it will cost per mile to operate a car for that year. Factors such as fuel, maintenance, tires, insurance, license, registration, taxes, depreciation and finance are all included in the calculation. Although these costs are based on a non-commercial vehicle, they do provide a good indicator of the relative costs to operate a passenger vehicle similar to a taxicab. In 2012 the AAA calculated that the cost to drive a medium size sedan was \$0.59 per mile and in 2014 it is \$0.59 per mile. This represents no change in the operational costs.

|                      | 2012 (Last Fare Review) | 2014        | Change |
|----------------------|-------------------------|-------------|--------|
| Consumer Price Index | 231.407                 | 237.852     | 2.79%  |
| Cost of Gasoline     | \$3.58                  | \$3.40      | -5%    |
| AAA Driving Costs    | \$0.59/mile             | \$0.59/mile | 0%     |

### Area Competition:

The last item considered are the fare rates of surrounding jurisdictions. This serves two purposes, first to make sure that the proposed fares are in line with the rest of the region and second to make sure Alexandria's taxi service is competitive. Below is a chart showing the fares of the surrounding competing jurisdictions.

**Regional Taxicab Fare Rates and Charges 2014**

|            | Alex<br>(Proposed) | Alex<br>(Existing) | Arl     | Fairfax | D.C.    | Montg.  | Airport<br>Flyer | UberX    |
|------------|--------------------|--------------------|---------|---------|---------|---------|------------------|----------|
| Drop       | \$3.00             | \$3.00             | \$2.75  | \$3.25  | \$3.25  | \$4.00  | \$3.50           | \$2.00   |
| Mileage    | \$2.16/mile        | \$2.16             | \$2.10  | \$2.10  | \$2.16  | \$2.00  | \$2.00           | \$1.25   |
| Waiting    | \$24.92/hr         | \$24.92            | \$22.50 | \$21.18 | \$35.00 | \$28.00 | \$22.50          | \$15.00* |
| Passengers | ---                | \$1.25             | \$1.00  | \$1.00  | \$1.00  | \$1.00  | \$1.50           |          |
| Suitcase   | ---                | \$0.50             | \$0.50  | \$0.50  | ---     | ---     | ---              | ---      |
| Trunk      | ---                | ---                | \$2.00  | \$2.00  | ---     | ---     | ---              | ---      |
| Groc. Bags | ---                | ---                | ---     | \$0.25  | ---     | ---     | ---              | ---      |
| Animals    | ---                | \$2.00             | ---     | \$1.00  | ---     | ---     | ---              | ---      |
| Snow       | \$5.00             | \$5.00             | ---     | ---     | \$15.00 | \$2.50  | \$2.50           | ---      |
| Dispatch   | ---                | ---                | ---     | ---     | \$2.00  | ---     | ---              | ---      |

\* Flat rate

Introduction and first reading:  
Public hearing:  
Second reading and enactment:

INFORMATION ON PROPOSED ORDINANCE

Title

AN ORDINANCE to amend and reordain Title 9 (LICENSING AND REGULATION), Chapter 12 (TAXICABS AND OTHER VEHICLES FOR HIRE) of The Code of the City of Alexandria, Virginia, 1981, as amended.

Summary

The proposed ordinance: 1) modifies the requirement for two-way dispatch radios; 2) prohibits drivers from smoking in cabs; and, 3) prohibit drivers from using cell phone devices while transporting passengers.

Sponsor

N/A

Staff

Emily Baker, Deputy City Manager  
Yon Lambert, Acting Director, T&ES  
Sandra Marks, Deputy Director, Transportation, T&ES  
Bob Garbacz, Division Chief, Traffic Engineering, T&ES  
Christopher P. Spera, Deputy City Attorney

Authority

§2.04(d), Alexandria City Charter

Estimated Costs of Implementation

None

Attachments in Addition to Proposed Ordinance and its Attachments (if any)

None



## ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE to amend and reordain Title 9 (LICENSING AND REGULATION), Chapter 12 (TAXICABS AND OTHER VEHICLES FOR HIRE) of The Code of the City of Alexandria, Virginia, 1981, as amended.

## THE CITY COUNCIL OF ALEXANDRIA HEREBY ORDAINS:

Section 1. That Title 9, Chapter 12 of the Code of the City of Alexandria, Virginia, 1981, as amended, be, and the same hereby is, amended and reordained by the amendment of Section 9-12-32(b) and the addition of subsections (q) and (r) to Section 9-12-57, to read as follows:

(New language is underscored; deleted material is ~~stricken~~)

Sec. 9-12-32 - Requirements for certificate holders.

Each certificate holder shall:

(a) Provide 24-hour service;

(b) Provide ~~a radio~~ dispatch service located within the boundaries of the city that meets the following:

(Subsequent sections of the ordinance remain unchanged.)

Sec. 9-12-57 - Service requirements.

The following are minimum service requirements that must be met by all drivers holding a driver's permit issued under this division:

(Intervening sections of the ordinance remain unchanged.)

(q) Smoking in taxicabs. Smoking shall be prohibited in taxicabs at all times.

(r) Cell phone and mobile device use. Drivers shall not use cell phones or other mobile devices when transporting passengers except for emergencies and trip related activities.

Section 2. That this ordinance shall become effective upon the date and at the time of its final passage.

WILLIAM D. EUILLE  
Mayor

## Introduction:

First Reading:

Publication:

Public Hearing:

### Second Reading:

Final Passage:



# **Biennial Review of Taxi Industry**

January 13, 2015



# Findings

- Fuel Cost - 5%
- Operating Cost No Change
- Dispatch Rate +10.5%
- Airport No Change



# Recommendations

- Maintain existing number of taxicabs
- Eliminate requirement for two-way radio
- No smoking in taxicab
- No cell phone use when transporting passengers



Thank you



Legislation Details (With Text)

**File #:** 14-3544 **Name:**  
**Type:** **Status:** Agenda Ready  
**File created:** 12/17/2014 **In control:** City Council Legislative Meeting  
**On agenda:** 1/13/2015 **Final action:**  
**Title:** Consideration of the City Council Schedule.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [14-3544 Council Calendar January 2015 to June 2015](#)

| Date | Ver. | Action By | Action | Result |
|------|------|-----------|--------|--------|
|------|------|-----------|--------|--------|

City of Alexandria, Virginia

MEMORANDUM

**DATE:** JANUARY 7, 2015  
**TO:** THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL  
**FROM:** MARK B. JINKS, ACTING CITY MANAGER /s/  
**DOCKET TITLE:**

Consideration of the City Council Schedule.

**ISSUE:** City Council Schedule.

**RECOMMENDATION:** That City Council:

1. Receive the revised Council Calendar (Attachment 1) which includes:
  - The Salute to Women Awards Event, which is scheduled for Thursday, March 26, 2015 at 6 p.m. The event will be held at the Patent and Trade Building; and
2. Approve the calendar.

**DISCUSSION:** None.



**ATTACHMENTS:**

Attachment 1: City Council Calendar for January 2015 - June 2015

**STAFF:**

Kilo L. Grayson, Acting Assistant to the Acting City Manager

# City Council Schedule

as of 1/5/14

Attachment 1

| ~ January 2015 ~ |  |  |                   |                                       |     |  |
|------------------|--|--|-------------------|---------------------------------------|-----|--|
| ◀ Dec 2014       |  |  |                   |                                       |     | Feb 2015 ▶   |
| Sun              | Mon  | Tue  | Wed               | Thu                                   | Fri | Sat  |
|                  |  |  |                   | 1<br><b>HOLIDAY</b><br>New Year's Day | 2   | 3  |
| 4                | 5  | 6  | 7                 | 8                                     | 9   | 10   |
| 11               | 12   | 13<br>7 P.M. – City Council<br>First Legislative,<br>Meeting, Council<br>Chambers  | 14                | 15                                    | 16  | 17   |
| 18               | 19 <b>HOLIDAY</b><br><br>Martin Luther King<br>Day | 20   | 21                | 22                                    | 23  | 24<br>9:30 A.M. – City<br>Council Public<br>Hearing, Council<br>Chambers |
| 25               | 26   | 27<br>7 P.M. – City Council<br>Second Legislative,<br>Meeting, Council<br>Chambers | 28<br><br>VML Day | 29                                    | 30  | 31   |

# City Council Schedule

as of 1/5/14

Attachment 1

| ~ February 2015 ~ |                                   |  |     |     |     |  |
|-------------------|-----------------------------------|--|-----|-----|-----|--|
| ◀ Jan 2015        |                                   |  |     |     |     | Mar 2015 ▶   |
| Sun               | Mon                               | Tue  | Wed | Thu | Fri | Sat  |
| 1                 | 2                                 | 3  | 4   | 5   | 6   | 7  |
| 8                 | 9                                 | 10<br>7 P.M. – City Council<br>First Legislative,<br>Meeting, Council<br>Chambers  | 11  | 12  | 13  | 14   |
| 15                | 16 HOLIDAY<br><br>Presidents' Day | 17   | 18  | 19  | 20  | 21<br>9:30 A.M. – City<br>Council Public<br>Hearing, Council<br>Chambers |
| 22                | 23                                | 24<br>7 P.M. – City Council<br>Second Legislative,<br>Meeting, Council<br>Chambers | 25  | 26  | 27  | 28   |

# City Council Schedule

as of 1/5/14

Attachment 1

| ~ March 2015 ~ |     |  |        |  |     |  |
|----------------|-----|--|--------|--|-----|--|
| ◀ Feb 2015     |     |  |        |  |     | Apr 2015 ▶   |
| Sun            | Mon | Tue  | Wed    | Thu  | Fri | Sat  |
| 1              | 2   | 3  | 4      | 5  | 6   | 7  |
| 8              | 9   | 10<br>7 P.M. – City Council<br>First Legislative,<br>Meeting, Council<br>Chambers  | 11     | 12   | 13  | 14<br>9:30 A.M. – City<br>Council Public<br>Hearing, Council<br>Chambers |
| 15             | 16  | 17   | 18     | 19   | 20  | 21   |
| 22             | 23  | 24<br>7 P.M. – City Council<br>Second Legislative,<br>Meeting, Council<br>Chambers | 25     | 26<br>6 P.M. – 35 <sup>th</sup> Annual<br>Salute to Women<br>Awards, U.S. Patent<br>and Trade Office | 27  | 28   |
| 29             | 30  | 31   | Notes: |  |     |  |

# City Council Schedule

as of 1/5/14

Attachment 1

| ~ April 2015 ~ |     |  |     |     |               |  |
|----------------|-----|--|-----|-----|---------------|--|
| ◀ Mar 2015     |     |  |     |     |               | May 2015 ▶   |
| Sun            | Mon | Tue  | Wed | Thu | Fri           | Sat  |
|                |     |  | 1   | 2   | 3 Good Friday | 4  |
| 5 Easter       | 6   | 7  | 8   | 9   | 10            | 11   |
| 12             | 13  | 14<br>7 P.M. – City Council<br>First Legislative,<br>Meeting, Council<br>Chambers  | 15  | 16  | 17            | 18<br>9:30 A.M. – City<br>Council Public<br>Hearing, Council<br>Chambers |
| 19             | 20  | 21   | 22  | 23  | 24            | 25   |
| 26             | 27  | 28<br>7 P.M. – City Council<br>Second Legislative,<br>Meeting, Council<br>Chambers | 29  | 30  | Notes:        |  |

# City Council Schedule

as of 1/5/14

Attachment 1

| ~ May 2015 ~ |                                |  |     |     |     |  |
|--------------|--------------------------------|--|-----|-----|-----|--|
| ◀ Apr 2015   |                                |  |     |     |     | Jun 2015 ▶   |
| Sun          | Mon                            | Tue  | Wed | Thu | Fri | Sat  |
|              |                                |  |     |     | 1   | 2  |
| 3            | 4                              | 5  | 6   | 7   | 8   | 9  |
| 10           | 11                             | 12<br>7 P.M. – City Council<br>First Legislative,<br>Meeting, Council<br>Chambers  | 13  | 14  | 15  | 16<br>9:30 A.M. – City<br>Council Public<br>Hearing, Council<br>Chambers |
| 17           | 18                             | 19   | 20  | 21  | 22  | 23   |
| 24           | 25 HOLIDAY<br><br>Memorial Day | 26<br>7 P.M. – City Council<br>Second Legislative,<br>Meeting, Council<br>Chambers | 27  | 28  | 29  | 30   |
| 31           | Notes:                         |  |     |     |     |  |

# City Council Schedule

as of 1/5/14

Attachment 1

| ~ June 2015 ~ |     |  |        |     |     |  |
|---------------|-----|--|--------|-----|-----|--|
| ◀ May 2015    |     |  |        |     |     | Jul 2015 ▶   |
| Sun           | Mon | Tue  | Wed    | Thu | Fri | Sat  |
|               | 1   | 2  | 3      | 4   | 5   | 6  |
| 7             | 8   | 9<br>7 P.M. – City Council<br>First Legislative,<br>Meeting, Council<br>Chambers   | 10     | 11  | 12  | 13<br>9:30 A.M. – City<br>Council Public<br>Hearing, Council<br>Chambers |
| 14            | 15  | 16   | 17     | 18  | 19  | 20   |
| 21            | 22  | 23<br>5:30 – ACPD<br>Reception, Vola<br>Lawson Lobby<br><br>7 P.M. – City Council<br>Second Legislative,<br>Meeting, Council<br>Chambers | 24     | 25  | 26  | 27   |
| 28            | 29  | 30   | Notes: |     |     |  |