ALEXANDRIA ASAP POLICY BOARD QUARTERLY MEETING ASAP OFFICE 700 PRINCESS ST.

June 7, 2018 at 4:00pm

Board Members present: LaWanda Crum, Mike May, Dennis Mersberger, Todd Pilot, Laurel Roberson, and Sarah York.

Also attending: Sharnee' Eure and Adam Willard (guest)

Dennis Mersberger called the meeting to order. Approval of March's minutes was motioned and properly seconded.

BANK ACCOUNT BALANCES AND TRANSACTIONS:

Bank statements for Suntrust and Wells Fargo were provided for March 2018-May 2018.

Period	Account	Beginning Balance	Ending Balance
3/1/18-5/31/18	Suntrust	\$71,955.15 \$71,955.15	
3/1/18-3/31/18	Wells Fargo	\$163,220.39	\$162,213.42
4/1/18-4/30/18	Wells Fargo	\$162,213.42	\$159,995.73
5/1/18-5/31/18	Wells Fargo	\$159,995.73	\$160,014.26

The reserve fund at the Suntrust Bank was withdrawn on 6/4/18 and the account closed. The money was moved to a Super Money Market Account at Burke and Herbert Bank.

There was a discussion about moving \$100,000 of the operating account funds from Wells Fargo into a "non-risk" account. There was also talk of moving the entire account to another bank that would offer and bank/debit card. A motion to look into another bank for the operating account was made and properly seconded.

STAFFING UPDATE:

Sharnee' was able to get 3 interns through NOVA. Charles Donovan Jr, Maithe Marshall, and Sara Rivas. She hopes one of them is Spanish speaking.

BUDGET UPDATES:

Operational account worksheet outlining revenues/expenditure/surplus and deficit/balance was provided. Revenues for March, April, and May 2018 were down vs the same period in 2017.

PROGRAM UPDATES:

ASAP certification was completed in April and the results mailed to each board member. Our office failed to certify. A Corrective Action Plan was submitted to commission addressing the cited deficiencies. The plan was accepted by the commission. A re-certification will happen sometime in the future.

Sharnee' attended the director's conference, VASAPDA. She reported that all of the directors are trying to come up with ways to generate more revenue. IE: offering a driver improvement class. Our office is certified for it but no one to do it.

Sharnee' provided a report for referrals between 7/1/17-6/6/18 (591) and for the same time frame as the previous year (728). Number of referrals are still down. Reports for Ignition Interlock were also provided and referrals are also down. The Commission is still monitoring all of the Interlock cases.

A bookkeeper has been hired. Robinson, Farmer, Cox Associates.

NEW BUSINESS:

Board still needs a substance abuse therapist replacement for Mary Ellen Ruff.

The next ASAP Policy Board Meeting is scheduled for September 6, 2018 at 4pm.

MINUTES ALEXANDRIA ASAP POLICY BOARD MEETING March 22, 2018

The meeting was held at the ASAP Offices at 700 Princess Street at 4:00.

Board members present: Dennis Mersberger, Laurel Roberson, Sarah York, David Huchler, Molly Sullivan. Also present: Michael May and Sharnee Eure.

Molly Sullivan recorded the minutes in the absence of Lawanda Crum.

The meeting was called to order by Dennis Mersberger.

Sarah York was introduced as a new Board Member. She was appointed by the City. Ms. York is an attorney who also has prior experience as an alcohol agent for the University of Colorado. Dave Huchler introduced Lt. Michael May, who will be the new APD designate to the Board. Lt. May is the commander of the traffic safety section of the department.

Ms. Eure provided an updated list of Board Members and their terms. The Commission stated this list is required as part of the certification of the program which is scheduled for April. Ms. Eure, as the Director, has the responsibility of maintaining a current list of Board members and their terms.

The FY 2019 program budget was presented for a vote. There were questions regarding the income/expense entries relating to the bookkeeper. The current budget reflects the funds for the bookkeeper are coming from "reserves." There was discussion of whether that term actually meant the balance from the operating account. Ms. Eure will consult with the Commission regarding that item.

Following up on the last meeting's discussion regarding the drop in referrals for DUIs, Dave Huchler reported on the data from the police department regarding DUI arrests. The numbers were actually up dramatically for calendar year 2017 compared to prior years. Molly Sullivan and Laurel Roberson both explained that there an increasing number of DUI cases in which blood is tested rather than breath. This is resulting in delays in cases getting to adjudication due to the backlog at the Lab on blood testing. Many of the 2017 cases have been continued for trial for this reason and won't be finalized until 2018. Appeals of cases also results in further delay. Due to the high number of DUI arrests in 2017, Sullivan opined that the numbers of referrals will increase in 2018 over last year once the cases get to conviction.

Dave Huchler motioned that the FY 2019 budget be approved, with the caveat that the revenue for the bookkeeper expense come from the operating account. The motion was seconded and approved by unanimous vote.

The Board recognized and thanked Dave Huchler for his service to the Board over the last five years. He is retiring from the APD and will take the Chief position with the Metropolitan Washington Airport Authority Police Department.

The next meeting of the Board will be on June 7, 2018 at 4:00 at ASAP.

ALEXANDRIA ASAP POLICY BOARD QUARTERLY MEETING ASAP OFFICE 700 PRINCESS ST.

March 8, 2018 at 4:00pm

Board Members present: LaWanda Crum, David Huchler, Dennis Mersberger, Todd Pilot, Laurel Roberson, Mary Ellen Ruff, Molly Sullivan and Eva Wall

Also attending: Sharnee Eure'

Todd Pilot called the meeting to order. Approval of March's minutes was motioned and properly seconded.

BANK ACCOUNT BALANCES AND TRANSACTIONS:

Bank statements for Suntrust and Wells Fargo were provided for December 2017-February 2018. Dennis spoke with a representative from Burke and Herbert and will schedule a date/time to go in and meet with her about possibly transferring the reserve account.

Period	Account	ount Beginning Balance Endi	
12/1/17-2/28/18	Suntrust	\$71,955.15	\$71,955.15
12/1/18-12/31/18	Wells Fargo	\$168,557.20	\$162,037.46
1/1/18-1/31/18	Wells Fargo	\$162,037.46	\$164,103.11
2/1/18-2/28/18	Wells Fargo	\$164,103.11	\$163,220.39

STAFFING UPDATE:

Harriette Wridu has been hired as the new case manager.

BUDGET UPDATES:

Operational account worksheet outlining revenues/expenditure/surplus and deficit/balance was provided. Revenues for November 2017 were up vs the same period in 2016. Revenues for October 2017, December 2017, January 2018 and February 2018 were down vs the same period the year prior.

Budget is due April 1, 2018. A special session will need to be held to approve it. That meeting has been scheduled for March 22, 2018 at 4pm.

PROGRAM UPDATES:

Sharnee' provided a report for referrals between 7/1/17-3/6/18 (406) and for the same time frame as the previous year (516). There was a significant decrease in the number of referrals. Reports for Ignition Interlock were also provided and referrals are also down. The Commission is still monitoring all of the Interlock cases.

Sharnee' reported that classes are 1 month apart and if referral continue to decline then she can request a waiver and get the classes merged.

Sharnee' reported that she is still doing the bookkeeping since she still has not received the contract.

NEW BUSINESS:

Lease is up in December 2018. Ideas were tossed around for new building/space.

Board still needs a substance abuse therapist replacement for Mary Ellen Ruff. An email has been sent to the contact for the city advising that a new member needs to be appointed to replace Lauren Reid.

Dave Huchler will be transitioning out. His replacement will be Lt. Mike May.

NEW OFFICERS:

Elections were held for the next term. Motion was made, properly seconded, and approved to elect Dennis Mersberger as Chairman, Todd Pilot as Vice Chairman, and LaWanda Crum as Secretary.

A budget meeting has been scheduled for March 22, 2018 at 4pm

The next ASAP Policy Board Meeting is scheduled for June 7, 2018 at 4pm.

ALEXANDRIA ASAP POLICY BOARD QUARTERLY MEETING ASAP OFFICE 700 PRINCESS ST.

December 7, 2017 at 4:00pm

Board Members present: LaWanda Crum, David Huchler, Dennis Mersberger, Todd Pilot, and Mary Ellen Ruff

Also attending: Sharnee Eure'

Todd Pilot called the meeting to order. Approval of September's minutes was motioned and properly seconded.

BANK ACCOUNT BALANCES AND TRANSACTIONS:

Bank statements for Suntrust and Wells Fargo were provided for September 2017-November 2017. It was suggested that we look into the moving the reserve account to an interest earning bank. Burke and Herbert was suggested.

Period	Account	Beginning Balance	Ending Balance
9/1/17-11/30/17	Suntrust	\$71,970.15 \$71,955.15	
9/1/17-9/30/17	Wells Fargo	\$170,884.60	\$174,321.84
10/1/17-10/31/17	Wells Fargo	\$174,321.84	\$165,898.24
11/1/17-11/30/17	Wells Fargo	\$165,898.24	\$168,557.20

STAFFING UPDATE:

Michelle resigned via email on 11/14/17. Position has been posted and Sharnee' hopes to have it filled soon. Harriette Wridu, Intern from Fairfax, has been helping out 3 days a week.

Today was the last day for Diana, the bi-lingual intern. Sharnee' is going to email her contact at NoVa to request another.

BUDGET UPDATES:

Operating account worksheet outlining revenues/expenditure/surplus and deficit/balance was provided. Revenues for September 2017 were up vs the same period last year. Revenues for July and August 2017 were down vs the same period last year.

PROGRAM UPDATES:

Sharnee' provided a report for referrals between 10/1/17-12/7/17 and for the same time frame as last year. There was a significant decrease in the number of referrals this year (89) verses last year (162).

Reports for Ignition Interlock were also provided and referrals are also down. Sharnee' reported that numbers are down statewide. The Commission is now monitoring all of the Interlock cases.

Sharnee' is doing all of the HO evaluations and has reported that cases are still being docketed despite there being no report. She will work with Todd to try to resolve the issue.

Sharnee' is still doing the bookkeeping. She is still waiting on the contract with the updated fee of \$495.

Question was asked again "where is the money coming from?" Appears Commission is now saying no money can be taken out of the reserve fund.

There was a motion to adjourn into Executive Session (Code Section 2.2-3711) to discuss personnel matters only. After the discussion in Executive Session, a motion was approved returning the meeting to regular session.

After Executive Session, Sharnee' was informed that the Board voted to give her a 3% raise.

NEW BUSINESS:

Board needs a substance abuse therapist replacement for Mary Ellen Ruff and a citizen replacement for Lauren Reid.

NEW OFFICERS:

Current terms for officers were extended until March for election of new officers.

The next ASAP Policy Board Meeting is scheduled for March 8, 2018 at 4pm.

ALEXANDRIA ASAP POLICY BOARD QUARTERLY MEETING ASAP OFFICE 700 PRINCESS ST.

September 14, 2017 at 4:00pm

Board Members present: LaWanda Crum, David Huchler, Dennis Mersberger, Todd Pilot, Laurel Roberson, Molly Sullivan and Eva Wall

Also attending: Sharnee Eure'

Todd Pilot called the meeting to order. Approval of June's minutes was motioned and properly seconded. Todd provided minutes for the 3/27/17 Budget meeting. Corrections were made to the minutes to reflect the correct balances for the projected revenue and expenses. Approval of the budget meeting minutes as amended was motioned and properly seconded.

BANK ACCOUNT BALANCES AND TRANSACTIONS:

Bank statements for Suntrust and Wells Fargo were provided for June 2017-August 2017.

Period	Account	Beginning Balance	Ending Balance	
6/1/17-8/31/17	Suntrust	\$71,970.15 (no debits/deposits)	\$71,970.15	
6/1/17-6/30/17	Wells Fargo	\$179,731.29	\$182,108.34	
7/1/17-7/31/17	Wells Fargo	\$182,108.34	\$177,653.36	
8/1/17-8/31/17	Wells Fargo	\$177,653.36	\$170,884.60	

STAFFING UPDATE:

Both Maria and Michelle have completed their probationary periods. All 3 attended the VASAP statewide training in Hampton on 8/28 and 8/29. Sharnee' reported the 2nd day was geared more towards case management and Maria and Michelle were encouraged to mingle with officers in the other locations.

Sharnee' also reported that Maria has been doing a great job collecting overdue money.

BUDGET UPDATES:

Operational account worksheet outlining revenues/expenditure/surplus and deficit/balance was provided. Revenues for April and June 2017 were up vs the same period last year. Revenues for May 2017 were down vs the same last year.

PROGRAM UPDATES:

Sharnee' provided a report for intakes between 1/1/17-9/1/17 and for the same time frame as last year. There was a significant decrease in intakes this year (273) verses last year (365). The referrals report showed there were 788 referrals between 7/1/16-6/30/17. Reports for Ignition Interlock were also provided.

Todd reported that he had a meeting with Judge Kemler. It was brought up in this meeting that evaluations to restore driving privileges were not being done before petitions were being heard. Sharnee' stated that unless the client came to the office requesting the evaluation, they had no way of knowing one needed to be done. ASAP will now receive an order letting them know an evaluation is needed. A suggestion was made that the petitions not be docketed until the evaluation is completed.

A recommendation was made by the Commission to hire a bookkeeper to manage Quickbooks. The Commission suggested Larry Saunders and Associates. Their monthly fee is \$695 and Sharnee' stated that she had spoken with Mr. Saunders and was able to talk him down to \$495 a month. Todd asked Sharnee' to have Mr. Saunders send a new agreement with that figure. Dave recommended that the payment come out of the reserve fund. Todd stated that he will contact the Commission to see how they should pay for it.

A motion was made for Sharnee' to contract with Larry Saunders and Associates for bookkeeping services at \$495 a month. The motion was seconded and properly approved.

NEW BUSINESS:

Todd has been looking into new office space once the lease is up. One suggestion is the law library at the courthouse.

Mary Ellen Ruff advised the board via email that that she will not be able to commit to another term on the board. She plans to attend the December meeting.

NEW OFFICERS:

Current terms for officers were extended until December for election of new officers.

The next ASAP Policy Board Meeting is scheduled for December 7, 2017 at 4pm.

ALEXANDRIA ASAP POLICY BOARD QUARTERLY MEETING ASAP OFFICE 700 PRINCESS ST.

June 8, 2017 at 4:00pm

Board Members present: LaWanda Crum, David Huchler (via call-in), Dennis Mersberger, Todd Pilot, Laurel Roberson, Mary Ellen Ruff, and Molly Sullivan

Also attending: Sharnee Eure'

Todd Pilot called the meeting to order. Approval of March's minutes was motioned and properly seconded.

BANK ACCOUNT BALANCES AND TRANSACTIONS:

Bank statements for Suntrust and Wells Fargo were provided for March 2017-May 2017.

Period	Account	Beginning Balance	Ending Balance
3/1/17-5/31/17	Suntrust	\$71,970.15 (no	\$71,970.15
		debits/deposits)	
3/1/17-3/31/17	Wells Fargo	\$178,394.36	\$181,190.95
4/1/17-4/30/17	Wells Fargo	\$181.190.95	\$181,667.41
5/1/17-5/31/17	Wells Fargo	\$181,667.41	\$179,731.29

STAFFING UPDATE:

Temp worker, Maria Burks was hired as a full-time employee on 4/25/17 and is the new Case Manager Assistant. Michelle Giles was hired on 4/10/17 and is the new Case Manager. Sharnee' is in the process of training both workers. She will also try to have Ms. Giles shadow a CM in either Arlington or Fairfax for a day.

Sharnee' reports that she did not attend the director's conference due to training the new hires.

The bi-lingual intern has left.

BUDGET UPDATES:

Budget was approved during special session on 3/27/17 and a copy will be forwarded to board members.

Operatingl account worksheet outlining revenues/expenditure/surplus and deficit/balance was provided. Revenues for January 2017 were up vs the same period last year. Revenues for February and March 2017 were down vs the same period last year. There was a huge deficit for February 2017 and it is believed that a lot of transactions from January were cleared that month.

PROGRAM UPDATES:

Sharnee' provided a report for intakes between 7/1/16-6/8/17 and for the same time frame as last year. There was a significant decrease in intakes this year (325) verses last year (489). There was another report titled "referrals report" which showed there were 687 referrals between 7/1/16-6/8/17. The question was asked about the difference between intakes and referrals and Sharnee' clarified that not everyone who comes into the office has to have an intake for services. Reports for Ignition Interlock were also provided.

A question was also asked about the non-compliant docket and what clients are being charged if they are returned to the program. Sharnee' reported that they are only charged \$25.00.

There was a motion to adjourn into Executive Session (Code Section 2.2-3711) to discuss personnel matters only. After the discussion, a motion was approved returning the meeting to regular session.

NEW BUSINESS:

The commission conference is in August and those who can attend are encouraged to go.

The next ASAP Policy Board Meeting is scheduled for September 14, 2017 at 4pm.

The meeting was adjourned.

Prepared and submitted by LaWanda Crum

MINUTES ALEXANDRIA ASAP POLICY BOARD MEETING March 22, 2018

The meeting was held at the ASAP Offices at 700 Princess Street at 4:00.

Board members present: Dennis Mersberger, Laurel Roberson, Sarah York, David Huchler, Molly Sullivan. Also present: Michael May and Sharnee Eure.

Molly Sullivan recorded the minutes in the absence of Lawanda Crum.

The meeting was called to order by Dennis Mersberger.

Sarah York was introduced as a new Board Member. She was appointed by the City. Ms. York is an attorney who also has prior experience as an alcohol agent for the University of Colorado. Dave Huchler introduced Lt. Michael May, who will be the new APD designate to the Board. Lt. May is the commander of the traffic safety section of the department.

Ms. Eure provided an updated list of Board Members and their terms. The Commission stated this list is required as part of the certification of the program which is scheduled for April. Ms. Eure, as the Director, has the responsibility of maintaining a current list of Board members and their terms.

The FY 2019 program budget was presented for a vote. There were questions regarding the income/expense entries relating to the bookkeeper. The current budget reflects the funds for the bookkeeper are coming from "reserves." There was discussion of whether that term actually meant the balance from the operating account. Ms. Eure will consult with the Commission regarding that item.

Following up on the last meeting's discussion regarding the drop in referrals for DUIs, Dave Huchler reported on the data from the police department regarding DUI arrests. The numbers were actually up dramatically for calendar year 2017 compared to prior years. Molly Sullivan and Laurel Roberson both explained that there an increasing number of DUI cases in which blood is tested rather than breath. This is resulting in delays in cases getting to adjudication due to the backlog at the Lab on blood testing. Many of the 2017 cases have been continued for trial for this reason and won't be finalized until 2018. Appeals of cases also results in further delay. Due to the high number of DUI arrests in 2017, Sullivan opined that the numbers of referrals will increase in 2018 over last year once the cases get to conviction.

Dave Huchler motioned that the FY 2019 budget be approved, with the caveat that the revenue for the bookkeeper expense come from the operating account. The motion was seconded and approved by unanimous vote.

The Board recognized and thanked Dave Huchler for his service to the Board over the last five years. He is retiring from the APD and will take the Chief position with the Metropolitan Washington Airport Authority Police Department.

The next meeting of the Board will be on June 7, 2018 at 4:00 at ASAP.

ALEXANDRIA ASAP POLICY BOARD QUARTERLY MEETING ASAP OFFICE 700 PRINCESS ST.

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STAFFING UPDATE:

Harriette Wridu has been hired as the new case manager.

BUDGET UPDATES:

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PROGRAM UPDATES:

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NEW BUSINESS:

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Also attending: Sharnee Eure'

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STAFFING UPDATE:

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ALEXANDRIA ASAP POLICY BOARD QUARTERLY MEETING ASAP OFFICE 700 PRINCESS ST.

September 14, 2017 at 4:00pm

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Also attending: Sharnee Eure'

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Todd reported that he had a meeting with Judge Kemler. It was brought up in this meeting that evaluations to restore driving privileges were not being done before petitions were being heard. Sharnee' stated that unless the client came to the office requesting the evaluation, they had no way of knowing one needed to be done. ASAP will now receive an order letting them know an evaluation is needed. A suggestion was made that the petitions not be docketed until the evaluation is completed.

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ALEXANDRIA ASAP POLICY BOARD QUARTERLY MEETING ASAP OFFICE 700 PRINCESS ST.

June 8, 2017 at 4:00pm

Board Members present: LaWanda Crum, David Huchler (via call-in), Dennis Mersberger, Todd Pilot, Laurel Roberson, Mary Ellen Ruff, and Molly Sullivan

Also attending: Sharnee Eure'

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5/1/17-5/31/17	Wells Fargo	\$181,667.41	\$179,731.29

STAFFING UPDATE:

Temp worker, Maria Burks was hired as a full-time employee on 4/25/17 and is the new Case Manager Assistant. Michelle Giles was hired on 4/10/17 and is the new Case Manager. Sharnee' is in the process of training both workers. She will also try to have Ms. Giles shadow a CM in either Arlington or Fairfax for a day.

Sharnee' reports that she did not attend the director's conference due to training the new hires.

The bi-lingual intern has left.

BUDGET UPDATES:

Budget was approved during special session on 3/27/17 and a copy will be forwarded to board members.

Operatingl account worksheet outlining revenues/expenditure/surplus and deficit/balance was provided. Revenues for January 2017 were up vs the same period last year. Revenues for February and March 2017 were down vs the same period last year. There was a huge deficit for February 2017 and it is believed that a lot of transactions from January were cleared that month.

PROGRAM UPDATES:

Sharnee' provided a report for intakes between 7/1/16-6/8/17 and for the same time frame as last year. There was a significant decrease in intakes this year (325) verses last year (489). There was another report titled "referrals report" which showed there were 687 referrals between 7/1/16-6/8/17. The question was asked about the difference between intakes and referrals and Sharnee' clarified that not everyone who comes into the office has to have an intake for services. Reports for Ignition Interlock were also provided.

A question was also asked about the non-compliant docket and what clients are being charged if they are returned to the program. Sharnee' reported that they are only charged \$25.00.

There was a motion to adjourn into Executive Session (Code Section 2.2-3711) to discuss personnel matters only. After the discussion, a motion was approved returning the meeting to regular session.

NEW BUSINESS:

The commission conference is in August and those who can attend are encouraged to go.

The next ASAP Policy Board Meeting is scheduled for September 14, 2017 at 4pm.

The meeting was adjourned.

Prepared and submitted by LaWanda Crum

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Annual Report Alexandria Gang Prevention Community Task Force July 1, 2017 – June 30, 2018

Summary of Activities:

The Alexandria Gang Prevention Community Task Force consists of 17 members, is co-chaired by the Honorable Mayor Allison Silberberg and the Honorable Councilman John Chapman and is staffed by the Gang Prevention & Intervention Coordinator. During FY 2018, the Task Force continued the work to mitigate the risk factors associated with gang recruitment and gang activity in accordance with recommended national best-practices through the Office of Juvenile Justice & Delinquency Prevention (OJJDP). Essential to the work of the Task Force is community mobilization through collaborations and partnerships; including multiple city agencies, schools, non-profits, faith-based groups, community organizations and individuals. Gang prevention, gang intervention, supportive law enforcement suppression efforts and community outreach and education are cornerstones of the work of the Gang Prevention Community Task Force.

The Task Force is advised by the Senior Policy Work Group on Gangs (the membership of which includes multiple City and Schools leaders which meets every three months) and met quarterly as an entire group, communicated regularly throughout the year, and completed work through collaborative initiatives and workgroups. It continued to be kept apprised of criminal and other incidents related to gang activity through ongoing communication with Alexandria Police Department, Alexandria City Public Schools and the Alexandria Sheriff's Office, ensured interventions to support those who have involved themselves in gang behavior and championed prevention and education efforts to provide protective factors within the community, schools, families and individuals.

The following is a list of some of the major activities undertaken and overseen by the Task Force and the Senior Policy Work Group on Gangs:

Regional Partnership and Events:

The regional efforts of gang prevention, intervention, education and suppression continue (since 2003 - Northern VA Regional Gang Task Force - www.preventgangsnova.org). The Alexandria Gang Prevention & Intervention Coordinator and the Director of the Court Service Unit sit on the Intervention Steering Committee and meet with representatives from law enforcement and counterparts from Prince William County, Loudoun County, Arlington County/Falls Church and Fairfax County on a bi-monthly basis to discuss regional and local initiatives addressing both youth and adult gang issues. In the past year, this partnership has extended through the forging of further relationships with the jurisdictions of Warrenton and Winchester.

Through this regional partnership, the City of Alexandria's Gang Prevention Community Task Force remained apprised of regional trends and issues and was involved with planning and executing of initiatives intended to mitigate gang involvement throughout the region. In 2018,

initiatives continued to spread from Northern Virginia to neighboring jurisdictions in Washington, D.C. and Maryland.

The Northern Virginia Regional Gang Task Force presented its efforts at the May 11, 2018 Council of Governments Human Services Policy Committee.

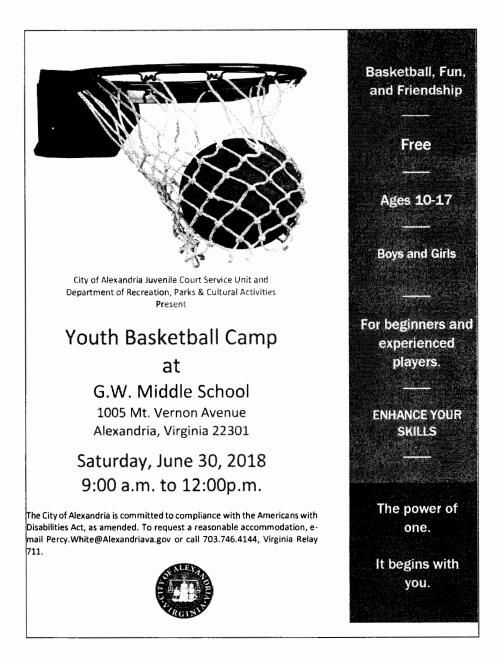
Major Events Included:

Regional Soccer Tournament

On June 17, 2018, Alexandria joined jurisdictions in Arlington for the 13th Annual Soccer Tournament, hosted by Arlington County and inclusive of multiple Northern Virginia residents, including youth and parents from Alexandria.

Local, "The Power of One" Basketball Camp

On June 30, 2018, the Alexandria Gang Prevention Community Task Force hosted the first annual "The Power of One" Basketball Camp. This event was planned for months by the Gang Prevention Community Task Force, the Alexandria Police, the Alexandria Sheriff's Office, Alexandria City Public Schools, Alexandria City Councilman Willie Bailey, and the Department of Recreation Parks and Cultural Activities; encompassing inclusion of the entire DC, Maryland and Virginia region. The planning of the camp was to intentionally focus on a message to promote the individual ability of every person to succeed and was themed "The Power of One", reflecting the power each youth has to make and maintain positive behaviors in their lives.



The camp helped forge positive and lasting relationships with participating youth and volunteer representatives from other city agencies and garnered interest in future basketball camps. The camp also served as a springboard for a new initiative meant to connect youth with pro-social activities as FY 2019 will bring The Power of One on the Road, whereby youth will be offered basketball skill camp sessions leading up to an annual event during the next fiscal year. This effort will be combined with other pro-social activities such as soccer.





Volunteer Kevin Harris, representing My Hoop Life, youth raffle winner, and Percy White, Gang Prevention & Intervention Coordinator.

Crime and Graffiti Briefings:

The Task Force was apprised of gang crime and related incidents by special gang and graffiti reports and intelligence by the Northern Virginia Regional Gang Task Force, the Alexandria Police Department, the Alexandria Sheriff's Office, the Commonwealth Attorney's Office, the Office of Adult Probation and Parole, the Juvenile Court Service Unit, the Alexandria City Public Schools, the Department of Recreation, Parks & Cultural Activities, and other partnering agencies and organizations and community members, including youth. Integral to the workings of the Task Force has been the accurate and up-to-date knowledge of local, regional and national trends related to gang activity. The highly-touted graffiti removal system within the City, which has attained statewide acclaim, is reported on regularly. In addition, discussions have included specific neighborhood issues and concerns related to both the youth and adult population involved in criminal street gangs. The Gang Prevention and Intervention Coordinator and Alexandria Police Gang Detective have worked closely to ensure appropriate prevention, intervention and suppression efforts that align with best practices through the OJJDP Comprehensive Gang Model are applied proactively. This collaboration led to enhancements to the Intervention Prevention and Education program as well as the formation of a pilot program called Welcome to Alexandria (WTA), both of which will be described in later sections of this

report. It is noted that briefings are included at Task Force meetings, Senior Policy Group on Gangs meetings, and at the Quality of Life bimonthly meeting.

Gang Incident Review:

Following a model program out of Milwaukee, WI, one of the at-large community representatives has led a protocol to evaluate and review prior gang-motivated incidents within our community. The goal of this review committee is to ascertain lessons from law enforcement, prosecution, intervention and prevention perspectives (considering the perpetrators, victims and witnesses) and to share these with agencies and organizations within our community in order to positively affect policy changes. Discussions include school–related incidents.

Identifying common threads associated with both perpetrators and victims involved in gang motivated incidents has resulted in identifying target populations and communities for prevention, intervention, education and enforcement.

These meetings have yielded referrals for services and recommendations for better provisions of services within the City.

Continued discussion regarding incidents with community partners continues.

Outreach & Education:

Outreach is an integral piece of the Task Force. Collaborative efforts with local and regional law enforcement, other regional prevention coordinators and other experts - including local law enforcement, federal law enforcement and Office of the Attorney General - were continued to provide specialized information within the local and regional community. During FY 2018, the Outreach and Community Education initiative provided gang training, briefings and presentations to 2294 local, regional and state-wide audience members.

In May of 2018, Gang Prevention & Intervention community outreach expanded its presence throughout the City. In an effort to better meet the needs of the community, an Intake Officer position in the Court Service Unit was reformatted to better meet the needs of the community. The outreach presence within the community will be doubled as the Gang Prevention Coordinator and the Court Service Unit Violence Prevention/Intake Officer will team to provide outreach for all and include expanded efforts for community members for which English is a second language, including specific Spanish-language capacity.

An enhanced partnership occurred between the Gang Prevention & Intervention Coordinator and Alexandria City Public schools which allowed for numerous parent education opportunities at the following schools: Patrick Henry Elementary, Cora Kelly Elementary, William Ramsey Elementary, James K. Polk Elementary, George Washington Middle School and Francis C. Hammond Middle School. Through the ACPS Family and Child Engagement Center, these presentations on the topics of gangs, bullying, internet safety and parent discipline strategies were offered in English, Spanish, Amharic and Arabic. The Gang Prevention and Intervention

Coordinator worked with local, regional and international partners and resources to develop relevant and culturally competent presentations for a variety of audiences on multiple topics.

In addition to parent audiences, the Gang Prevention and Intervention Coordinator continued to educate local, regional and international audiences of adults, community members, youth and professionals. Many of these opportunities fostered relationships with audience members from a variety of backgrounds, which have enriched the understanding and effectiveness of the local efforts of the task force's work in Alexandria and the region. In many instances, parents who have attended presentations have reached out directly to the Gang Prevention and Intervention Coordinator to express needs, concerns and even report gang activity. School officials have been proactive in referring at-risk children to the Intervention Prevention Education (IPE) program and the ongoing relationship with law enforcement and government officials in El Salvador have allowed for frequent updates on trends and activities of the MS 13 and 18th Street gangs. This is relevant as in the past two years, most gang motivated incidents in the City of Alexandria were attributed to MS 13. This information is used appropriately to enhance prevention, intervention enforcement and community education components of the task force.

Additionally, the Gang Task Force continued to partner with the Substance Abuse Prevention Coalition of Alexandria and the Alexandria Campaign on Adolescent Pregnancy to plan youth events.

A major undertaking of the task force during this most recent fiscal year has been to address human trafficking. This effort included extensive community outreach and education.

Intervention Prevention Education (IPE):

The Alexandria Gang Prevention Community Task Force provided regular input on the oversight of the effective Intervention Prevention Education (IPE) program within the City and region. The IPE program – a free, 90-day professional intervention program for 10-21 year olds and their families – continued and is operated by Northern Virginia Family Service. The program, which operates by referrals submitted by City and non-profit professionals, school officials, parents and other community members, received service requests from agents representing a wide cross-section of staff members including law enforcement and victim/witness services. It is also important to note that the Gang Prevention Community Task Force has, through collaborative efforts, identified numerous candidates for this program that may have otherwise been overlooked and not offered this vital service.

It is important to note that, due to funding issues, the IPE program was previously in jeopardy of being closed. However, despite federal funding ending for the program in the spring, 2012, City Council approved funding for the continuation of the IPE program and has continued to support this essential program as the direct service offered to youth identified as in need of gang prevention and intervention services.

According to Northern Virginia Family Service, the following outcomes were achieved in fiscal year 2018 for those who completed program:

- -Among those who admitted / were known to be gang involved, 100% demonstrated a reduction or elimination of gang participation as a result of being in IPE.
- -100% of those who were at-risk, but not yet involved, remained non-gang involved while in IPE.
- -86% of participants improved their school performance.
- -86% increased their pro-social activities and access to resources.
- -86% increased family involvement and effective communication

Of the 56 served in FY 2018, only 3 incurred court involvement subsequent to their IPE service. One of these were for a truancy complaint from the school and two were court involved for Assault and Battery charges (94% have not become court involved).

The IPE program noted that the referrals of gang members and affiliates with histories of perpetrating or being exposed to extreme acts of violence in their home countries was much greater than in years past. 10 of 92 referrals this year "refused services" compared to years past and this is attributed to the fact that hardcore gang members are not interested in social or community-based programs that attempt to distract them from the gang. IPE noted that in some cases referrals have disclosed committing extreme acts of violence in their home countries, including murder.

To address the more hardcore referrals to IPE who refused the case management service, the Gang Prevention and Intervention Coordinator, along with Alexandria Police Detectives, made numerous home visits to many of the youth and families who refused IPE services. The purpose of the home visit was to offer the youth and family inclusion in the community and convince them that the opportunities and outcomes that the community can offer them is a much better deal than what outcomes the gang will offer.

Alexandria Mentoring Partnership (AMP):

The Alexandria Mentoring Partnership's mission is to enhance and increase mentoring within the City. This year, AMP increased its connection with Virginia Mentoring Partnership, which offers invaluable support in capacity building and technical assistance for all AMP programs to establish national best practices in mentoring. AMP is coordinated by Court Service Unit Director of Crime Prevention Programs.

The Alexandria Mentoring Partnership now consists of 10 professional mentoring programs and In FY 2017 added a new category of affiliate programs. This new category has allowed Alexandria Mentoring Partnership to be inclusive of adult mentoring programs and smaller programs that can benefit from the direct support of the partnership.



Alexandria Mentoring Partnership

Youth Mentoring Programs

Wright to Read

Provides volunteer-based one-on-one sustained literacy tutoring & mentoring relationships, and collaborates with families, schools and community partners to create a comprehensive support network that guides each child to success.

When Flexible neeting times Where: Alexandria Librarias

Community Lodgings

Offers group mentoring in a safe, supportive, creative, and fun environment where students learn life skills, conflict resolution, and boundary-setting.

When: Monday evenings Where: Community Lodgings Classrooms

Space of Her Own

Helps girls avoid delinquency, live healthfully, progress academically, and give back through one-on-one mentoring in a group setting. With visual arts, carpentry, and life skills classes, youth transform their bedrooms and build bright futures.

Who: 5th grade girls When: Tuesday or Wednesday evenings Where: George Washington Middle School

Higher Achievement

Implements a learning environment, caring role-models, and culture of high expectations resulting in college-bound scholars with the character, confidence, and skills to succeed.

Who: 5th to 8th grader When: Monday Thursday evenings

The Untouchables

Directs attention on developing male youth of color into successful men who live healthy and productive lives by encouraging members to strive for excellence and make a positive impact on those around them. Who: 2nd to 12th grade young men of color

Casa Chirilagua

When: Thursday evenings

Where: Charles Houston Rec Center

Xonintagila Focuses on using the power of relational bridge building to holistically

transform communities. A Christian non-profit based in the Latino neighborhood of Chinlagua/Arlandria which boosts confidence in academic skills and improves students' well-being.

Who: Elementary and Middle School students Where Hexible meeting times Where: Casa Chirilagua Community Center

BRYCE Project

Bright Resilient Youth Committed to Enrichment Develops bright, resilient youth committed to enrichment by bridging cultural gaps, encouraging healthy peer relationships, fostering postschool development, and improving the community through group mentoring.

Who: High School Cirk When: Mondays after school, Saturdays Where: Charles Barrett Rec Center

RARE

Reach And Rise for Excellence Empowers a comprehensive community wide effort to increase student achievement and reduce dropout rates. Targets "at promise" children and teaches mathematics, language arts, leadership and social skills, along with career exposure and field trips.

When Atonday-Thursday after school Where Francis Hammond Modelle School and George Washington Middle School

Adult Mentoring Programs

Alexandria Seaport Foundation

Guides disadvantaged youths through a paid, work-based apprentice program. Apprentices develop discipline, self-confidence, career and social skills.

Who: i8 to 22 year olds When: Monday Friday, work hours Where: Alexandria Seaport Foundation

Friends of Guesthouse

Furnishes residential and after-care programs including mentors who help women with life skills, professional develop and relationship building.

Who: Women transitioning to life after impresonment When: Flexible meeting times Where: The Great House

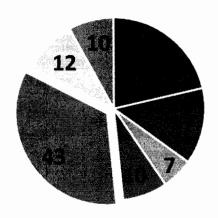
mentoring@alexandriava.gov. 703.746.4455 vvww.alexandriava.gov/Mentoring

(Alexandria Mentoring Partnership brochure, summer 2018)

The Alexandria Mentoring Partnership benefits from the services of an Ameri-Corps Vista Volunteer, made possible by a three-year match grant that began in 2017 and will continue through summer, 2019.

This grant is matched by Gang Prevention and Intervention funds and is through the Virginia Mentoring Partnership. The Vista volunteer has been successful in creating capacity and sustainability to AMP program and also the partnership in itself. A major highlight of this past year was an entire month of events during January, highlighted by a City Council Proclamation naming January as mentoring month in the City of Alexandria. The series of events in January saw a seven person increase in mentor inquiries.

Mentor Interest by Month



■ Sept ■ Oct ■ Nov ■ Dec ■ Jan ■ Feb ■ March

(Mentor inquiries from September 2017 thru March 2018, demonstrating success of the January 2018 Mentoring Month events)

The Alexandria Mentoring Partnership referred 178 individuals were referred to Alexandria Mentoring Partnership programs in FY2018.

Tattoo Removal:

The Make a Change program, through Prince William/Loudoun, continues to be available for Alexandria residents. This program offers youth who have left the gang lifestyle to safely remove tattoos which may serve as a barrier to progress and allow for them to begin anew.

Unaccompanied Minors and Undocumented Youth/Young Adults/Family Reunification

In recent years, an ongoing takeaway from the Gang Prevention Community Task Force is that, in every single reported gang motivated incident of the past three years, a common thread for both victims and perpetrators has been they are recently arrived Central Americans, predominately males between ages 16 and 24. It is fact that the most active gang in the City of Alexandria intentionally targets recently arrived Central American children and recruits them to the gang.

The Gang Prevention and Intervention Coordinator has developed community collaborations with ACPS (both staff and the FACE Center), Alexandria Police, George Mason University, Casa Chirilagua, Community Lodgings, Alexandria DCHS, Alexandria CSB, SCAN and Northern Virginia Family Services to identify and develop services to support recently arrived families and immigrants.

The Court Service Unit, DCHS and ACPS have all provided anecdotal information to suggest that children coming from Central America to reunify with one or both biological parents (most often one) often demonstrate severe behavior concerns that often come to the attention of these agencies. Since FY 2014, over 794 Central American unaccompanied minors have been placed with family members or sponsors in the City of Alexandria, this per the Office of Refugee Resettlement. This does not include children who cross the border and are not apprehended, or those who immigrate legally to the City.

The Gang Prevention and Intervention Coordinator has advocated to federal agencies in charge of placing these children in Alexandria to both provide reunification/acculturation to the children being placed in the community, or share information with the gang prevention and intervention coordinator so that welcoming and appropriate supports can be sought proactively.

The Gang Prevention and Intervention Coordinator provided specific trainings for professionals in the City to educate them on the needs and cultural competencies needed to effectively serve youth and families who have recently arrived in the country and or reunified. Presentations at schools, Best Practices Court and City & Schools Staff Group on this topic were done.

As a response to this identified need and to attempt to proactively mitigate negative outcomes for recently arrived children and families (school suspension, court involvement, gang involvement and child protective service/foster care involvement), two initiatives were piloted.

- 1. Family Reunification groups were offered on two occasions in the City of Alexandria to high school students and their parent or sponsor with whom they were recently reunified. These groups used psychoeducation/parenting and restorative justice principles to address the family reunification and acculturation obstacles that often lead to problematic behaviors leading to school suspension, court involvement, running away from home, gang involvement and child protective service/foster care involvement.
- 2. The Welcome to Alexandria home visit program was also piloted and served an estimated 32 youth and families who were newly arrived at the City of Alexandria. The purpose of this program is to complete a home visit in which the youth and family are told "Welcome to the City of Alexandria! How is everything going and what can we do to support you at this time"? This strategy is to promote inclusion, opportunities to engage proactively in services if needed and build relationships with representatives of the gang task force that can lead to long term positive relationships between the gang task force and youth/family. It is also believed that if gang task force representatives are able to 'welcome' the youth to the city before a potential gang recruiter seeks them out there is greater potential for successful prevention or intervention. This is available for any newly arrived youth.

Human Trafficking:

The Gang Prevention Community Task Force began hosting quarterly updates from a newly found initiative in the City. In January 2017, the gang prevention/intervention coordinator, Domestic Violence Program, Magistrate's Office, Alexandria Sheriff's Office, Alexandria Fire Department, Alexandria Police Department and the Commission for Women met and decided to form the Alexandria Human Trafficking Initiative.

Since January 2017, the team focused on community outreach and education regarding the issue of labor and commercial sex trafficking. The Alexandria Fire Department has trained all first responders on indicators of human trafficking. In addition, three separate trainings have been held throughout the City of Alexandria to educate professionals and community members on signs of human trafficking and what they can do to intervene and/or prevent this crime from occurring.

The Alexandria Gang Prevention & Intervention Coordinator is part of the Northern Virginia Human Trafficking Task Force and attends bimonthly meetings to remain briefed on regional and national trends as it relates to this topic.

The Mayor's Campaign to End Bullying:

The Task Force was involved in prevention and intervention matters related to bullying within the community and schools. The Gang Prevention Community Task Force has supported this campaign through participation in stakeholder, planning and subcommittee meetings. The Gang Prevention and Intervention Coordinator has developed and facilitated several Spanish language presentations on bullying awareness and prevention that align with the messages of ACPS and the Mayor's Campaign to End Bullying at the following schools during this past fiscal year: Cora Kelly Elementary School, William Ramsey Elementary School, James K. Polk Elementary School, Patrick Henry Elementary School, Samuel Tucker Elementary School, Hammond Middle School and George Washington Middle School. These presentations will continue.

Gang Intelligence Collaborations:

Monthly gang intelligence and information meetings are led by the Gang Prevention and Intervention Coordinator for the Intake, Probation, Parole and Case Management staff of the Alexandria Court Service Unit. The Gang Prevention and Intervention Coordinator also participates in Alexandria Police Department Gang Intelligence meetings, NOVA Regional Gang Task Force bimonthly meetings and is part of Virginia Gang Investigator's Association, with access to resources of all these partners.

Statement of the Group's Specific Goals for the Coming Year:

The Alexandria Gang Prevention Community Task Force will continue to oversee activities to mitigate risk factors that may contribute to involvement in gangs. It will work in collaboration with its partners within the Northern Virginia Regional Gang Task Force, the Council of Governments and jurisdictions within Virginia, Maryland and the District of Columbia.

Specifically:

- It will continue to receive specific and specialized reports from local, regional and international law enforcement and remain both informed and active in knowledge and expertise regarding gangs that operate in the region. As its Incident Review Committee has developed, law enforcement and partners will continue to review cases to ensure appropriate responses and interventions.
- The Task Force will remain briefed, educated and trained on the most recent intelligence and activities pertaining to criminal street gangs. The Task Force will be flexible in adapting the implementation of the Comprehensive Gang Model to effectively address the evolution of criminal street gangs in the region.
- It will continue to advise and oversee intervention efforts for those most in need of assistance and including as many 10-21-year-old City residents in the Intervention Prevention Education program. A special focus on enhanced response time and eliminating or reducing the waitlist was accomplished in the recent past and for the upcoming year a focus on addressing intervention for more hardcore gang members who refuse intervention will be explored and such interventions will continue. In addition, collaborations with Recreation Parks and Cultural Activities and others will continue to target 18-26-year old males through recreation activities coupled with opportunities to positively engage in the community.
- The Task Force shall support the expansion of mentoring so that more children within the City can be matched up with more adults. Adult mentoring will also be supported. The Task Force will support new mentoring programs and actively support efforts to recruit mentors as well as strive for current mentoring programs to increase capacity and build sustainability.
- The Task Force shall continue to partner on efforts to enhance communication, education and outreach to mitigate risks of maladaptive behavior. Teaming shall continue with the numerous entities already mentioned in this report to streamline good communication and excellent collaboration to bring necessary supports and services to targeted populations. New relationships and partners to enhance these efforts will also be sought. The Gang Prevention Coordinator will partner with newly deployed staff to help to double the footprint of outreach within the community. The Alexandria Gang Prevention Community Task Force efforts, in response to community issues, will expand efforts to address gang matters and violence matters, in general. This expansion will include additional outreach and education and an expanded focus.
- Service models will be developed and piloted to advance initial steps already taken to address human trafficking prevention and intervention, family reunification of, for example, Central American families and runaway behavior.
- The Task Force shall continue to increase the number of parent education and support groups offered throughout the City. Through the Court Service Unit, a Spanish language

curriculum will begin to be developed and piloted for court ordered parent education classes in line with the requirements of the Virginia Supreme Court (this is a requirement Judges may order for parents who petition the courts for custody disputes).

 All of the efforts within the Task Force shall be in concert with the City Council and School Board Strategic Plans and the City's Youth Master Plan/Children Youth & Families Collaborative Commission.

Recruitment and Leadership Plans:

The Alexandria Gang Prevention Community Task Force will recruit within the local community to fill vacant positions. The Mayor and one member of Council will continue to serve as the Chairpersons of the Task Force.

Current Alexandria Gang Prevention Community Task Force Members (August 2018):

- 1. Mayor Allison Silberberg (Co-Chair)
- 2. Councilman John Taylor Chapman (Co-Chair)
- 3. Ms. Veronica Nolan (ACPS School Board)
- 4. Ms. Noraine Buttar (City Manager's Office)
- 5. Ms. Kelly Davis (High School Representative- TC Williams Academic Principal)
- 6. Vacant (Middle School Representative)
- 7. Ms. Rachael Dischner (Elementary School Representative)
- 8. Mr. James Williams (Tenant & Workers United African American Caucus)
- 9. Ms. Lillian Vagnoni (Representing Youth)
- 10. Mr. Thomas Walczykowski (Member, At-Large)
- 11. Mr. Steven Jansen (Vice President/COO Association of Prosecuting Attorneys Member, At-Large)
- 12. Ms. Roxane Yakoub (Episcopal High School Director of Campus of Safety and Security Representative of Private Schools)
- 13. Mr. Nelson Zavaleta (Arlandria Business Association-Representative from the business community)
- 14. Mr. Eugene Diefenbach (Casa Chirilagua-Representative of community organization with specific outreach to the Latino community)
- 15. Mr. James Hatley (Representing Youth)
- 16. Pastor Scott Maurer (Inter-faith Representative)
- 17. Vacant (Parent Representative)

Cycle for Ensuring Turnover in Leadership:

Leadership within the Task Force is determined by City Council.

Respectfully submitted,

Percy White, City of Alexandria Gang Prevention & Intervention Coordinator

CITY OF ALEXANDRIA **BOARDS AND COMMISSIONS** MEETINGS AND ATTENDANCE REPORT

JULY 1, 2017 - JUNE 30, 2018

COMMISSION: Gang Prevention Community Task Force CO-CHAIRPERSONS: Mayor Silberberg, Councilman Chapman

MEMBER'S NAME	Role - Representing:	Oct	Jan	Mar	May
Mayor Silberberg	City Council	E	x	##	E
Councilman Chapman	City Council	X	X	##	E
Ms. Veronica Nolan	School Board	X	E	##	Х
Ms. Noraine Buttar	City Manager's Office	X	X	##	X
Ms. Latoya Brandon- Gyamfi	Elementary Schools	U	U	##	U
Mr. Dustin Barnes	Middle Schools	Ε	X	##	#
Ms. Kelly Davis	TC Williams HS	X	X	##	E
Ms. Roxane Yakoub	Private Schools	#	#	##	E
Mr. James Williams	Tenant & Workers United – African-American Caucus	E	X	##	Ε
Mr. Nelson Zavaleta	Business Community	X	Х	##	Х
Mr. Steven Jansen	At-Large	E	X	##	E
Mr. Tom Walczykowski	At-Large	X		##	х
Mr. Chad Kirk	Parents	Ε	#	##	#
Ms. Ms. Lillian Vagnoni	At-Large Representing Youth of the City	#	E	##	×
Mr. James Hatley	At-Large Representing Youth of the City	#	#	##	Ε
Mr. Eugene Diefenbach	Casa Chirilagua	E	×	##	U
Pastor Scott Mauer	Interfaith Community	X	X	##	X

*Member's ten	m ended,	#	Vacancy

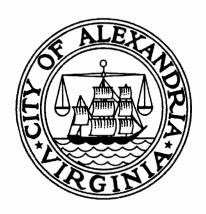
List of those who did not attend 75% of meetings:

Latoya Brandon-Gyamfi

March 2018 meeting cancelled due to snow

Form must be signed by Chairperson(s) _Approved (Chairperson) Approved (Chairperson)

The Alexandria Housing Affordability Advisory Committee FY17 (July 2017-June 2018) Annual Report



The Alexandria Housing Affordability Advisory Committee (AHAAC) FY18 Annual Report, July 2017-June 2018

The Alexandria Housing Affordability Advisory Committee (AHAAC) comprises members appointed by the Alexandria City Council and is staffed by the Office of Housing. A list of the committee positions and members during Fiscal Year 2018 is included at the end of this report. The purpose of the committee is to advise City Council on issues regarding the preservation and creation of affordable housing; make recommendations on policies governing the expenditures of the City's Housing Trust Fund (HTF) and Housing Opportunities Fund monies; review affordable housing plans; work with staff to monitor the implementation of the Housing Master Plan and the Beauregard Small Area Plan; and to oversee the administration of the HTF. AHAAC held ten meetings during the annual reporting period.

Two new members joined the Committee representing the real estate profession and the faith community. As of June 2018, the Committee has two vacancies for its landlord and small business representative positions.

FY 18 Accomplishments Overview

- Recommended approval of an \$8.4 million permanent loan to AHC, Inc. for the Church of the Resurrection project which proposes to deliver 113 units affordable to households with incomes ranging between 40% and 60% AMI. Approved the application's affordable housing plan. Endorsed provision of a grant of \$350,000 from HTF to provide a rental subsidy to make 12 units deeply affordable.
- Recommended approval of a \$1.6 million increase to a permanent loan to ARHA for the redevelopment of Ramsey Homes which proposes to deliver 52 affordable units, including 15 replacement public housing units. New total loan amount is \$3.6 million.
- Recommended approval of a request to modify AHDC's 2017 plan to refinance and renovate Lacy Court Apartments to release AHDC from its obligation to repay \$500,000 at completion of renovation.
- Approved an affordable housing plan for the Sunrise Senior Living site which proposes to deliver 1 auxiliary-grant (AG) funded unit.
- Approved an affordable housing plan for the Eisenhower East Block 20 site which proposes to deliver 15 affordable rental units.
- Attended community and advisory group meetings and provided feedback on four planning efforts—the Route 1 South Housing Affordability Strategy (Dan Brendel and Mary Parker), Resolution 830 Modernization Process (Dan Brendel), the Eisenhower West/Landmark Van Dorn Implementation Advisory Group (Bill Harris), and the Braddock Implementation Advisory Group (Robyn Konkel). Monitored meetings of the ARHA Redevelopment Work Group.
- Reviewed and provided guidance on a quarterly basis on the implementation timeline of the Housing Master Plan.
- Received updates on and provided counsel to the FY 19 budget process, including submission of a letter urging City Council to adopt a dedicated source of funding for affordable housing.
- Received updates on and monitored meeting of the Joint City-School Facilities Task Force.
- Received updates on the Old Town North arts district, and submitted memoranda outlining concerns regarding the proposed text amendment to the City Zoning Ordinance to allow the use

of bonus density for arts-related uses, potentially diluting the effectiveness of Section 7-700 as a strategic tool for affordable housing production. As a result, Planning has agreed to undertake an equivalency analysis of the value of arts spaces created through bonus density versus the value of housing spaces created through bonus density. This is intended to make sure the decision of developers to opt for one type of space versus another is not so economically advantageous as to preclude use of the other.

Reviewed and conducted a public hearing on the FY19 Action Plan.

During the past year, AHAAC dealt with the following funding requests, affordable housing plans, and issues:

- **A. Housing Funding Requests:** During the reporting period, AHAAC voted on three funding requests described below.
 - 1. Church of the Resurrection: In December AHAAC considered AHC, Inc.'s request for a permanent loan of up to \$8.4 million (including \$565,000 of previously approved predevelopment funds) for the proposed redevelopment of the Church of the Resurrection site to provide 113 apartments. As part of the redevelopment, the church will construct a new building on the southern portion of the site to continue its worship ministry, food pantry, and other community services. The proposed rental units in the affordable building will serve incomes ranging between 40% and 60% of AMI and include a mix of one-, two- and three-bedroom apartments, including 12 fully accessible units. The Committee also endorsed City Council's provision of a \$350,000 grant from the HTF to create 12 deeply affordable units as part of AHC's proposal. AHAAC voted to approve the loan and grant and associated affordable housing plan. It is noted that the loan was subsequently increased to up to \$9.0 million to allow for the undergrounding of extensive and complex utilities. City Council approved the DSUP for the project in January 2018.
 - 2. Lacy Court: In February 2017 the Committee approved AHDC's request to refinance and renovate Lacy Court Apartments, a 44-unit affordable housing project in the Del Ray neighborhood, utilizing competitive tax credits, including (i) a partial release of debt secured by an existing City loan in exchange for the City receiving an equity position through a future right of first option, (ii) repayment of \$500,000 when the renovation was complete, and (iii) provision of a grant of \$150,000 to AHDC from the repayment to fund a pilot rental subsidy program to create deep affordability.

In May 2018, AHDC requested a modification of AHDC's 2017 plan to refinance and renovate Lacy Court Apartments to release its obligation to repay the City \$500,000 at completion of construction. The request was the result of increased construction and labor costs. AHAAC voted to approve the loan modification with one abstention.

3. Ramsey Homes: In February 2016 the Committee approved ARHA's request for a \$835,000 loan to support offsite infrastructure improvements and other required amenities to enable the redevelopment of the 15-unit Ramsey Homes into a 52-unit mixed-income community.

In March 2016, City Council approved the rezoning for the site and directed further study of the design of the overall project. In October 2016 the Committee approved an increase in the approved City loan amount for up to \$1.1 million to support the offsite infrastructure improvements associated with the revised design concept. City Council approved the DSUP for the project in November 2016.

In February 2017 the Committee approved an increase in the approved City loan amount from up to \$1.1 million to \$2 million. The request was the result of several factors that had increased project costs since the initial loan approval, including increased construction costs and changes in the pricing of tax credits and VHDA's scoring system.

In May 2018, ARHA requested an increase in the approved City loan amount from up to \$2 million to up to \$3.6 million. The request was the result of further escalation in construction costs and changes in the pricing of tax credits. AHAAC voted to approve the loan with one abstention and to recommend to City Council that the \$1.6 million increase in the loan amount be a priority repayment to the City. The loan to ARHA will be funded with proceeds from ARHA's repayment of the City's 2008 Glebe Park loan. These funds have been reserved by City Council for ARHA redevelopment projects.

- **B.** Affordable Housing Plans: During the reporting period, AHAAC voted on three affordable housing plans that were included as part of the development process.
 - 1. Sunrise Senior Living: The site is located at 400 North Washington Street and 413 and 417 North Columbus Street. The applicant proposed to replace the existing office building and surface parking lot with a 91-unit, 81,822 square foot senior living facility (a licensed assisted living residence). A portion of the facility will be assigned to provide care to residents with memory care or other cognitive needs. In order to develop the project, the applicant has requested a Development Special Use Permit for the entire project with a rezoning application and master plan amendment to rezone the 6,224 square feet of lot area for the North Columbus Street properties from the RM to CD Zone.

The applicant presented three options for the Committee's consideration: a contribution to the Housing Trust Fund; one unit with rent discounted by 60% for a 20-year period; or two units with rents discounted by 35% for a 20-year period. During the meeting, the applicant revised the contribution to comprise one auxiliary-grant funded unit for a 20-year period. The contribution of the unit was valued at approximately \$1.6 million, which is approximately \$1.45 million more than the standard monetary contribution. AHAAC voted unanimously to approve the applicant's modified Affordable Housing Plan at its October meeting. It is noted that the contribution was subsequently increased to two auxiliary-grant funded units for a 40-year period during the City Council public hearing.

2. Eisenhower East Block 20: The site is located at 2200 Mill Road within the Eisenhower East Small Area Plan. The applicant proposes to construct an approximately 527,623 square foot 26-story residential tower with 420 rental units and an approximately 108,546 square foot hotel on the site. Prior to the approval of the September 2017 Master Plan Amendment (MPA) to the Eisenhower East Small Area Plan, the site had been envisioned for office development and would have resulted in a total voluntary affordable housing contribution equal to approximately only one third of the offered contribution. As part of the MPA, the applicant requested to modify the land use permitted on the site from office to residential and hotel and to increase the permitted height from 220' to 260'. In order to complete the project, the applicant subsequently requested a Development Special Use Permit and Coordinated Development District Concept Plan Amendment, in addition to two minor encroachments.

The applicant presented four options for the Committee's consideration: a \$3 million contribution to the Housing Trust Fund; 15 on-site rental set-aside units affordable to households at 60% AMI for a period of 40 years (valued in excess of \$3 million); a combination of a monetary contribution and on-site affordable rental set-aside units valued at \$3 million; or a greater number of off-site affordable rental units leveraged with the \$3 million value available and developed or secured potentially through a joint-venture with an affordable housing developer. At its November meeting, AHAAC voted to approve the applicant's offer to provide 15 onsite affordable units contingent on potential future opportunities to create a greater number of affordable rental units off-site through a potential joint venture and/or a future opportunity to leverage a monetary contribution to fund or secure more than 15 units in or near the Plan area.

3. Braddock Gateway Phase III: The project is the final of three phases of development under CDD #15 (referred to as Braddock Gateway); the first phase opened in the Spring of 2018 as The Dalton and the second phase received its development approvals in June 2017. Braddock Gateway is a 7-acre site generally bounded by North Fayette, North Payne, and First Streets, and the WMATA/CSX train tracks. It was approved in 2008 for up to 770,000 net square feet of development, with a mixture of residential and commercial space, and a large, central open space. In Phase III, the applicant proposes to construct two buildings with a total of approximately 370 residential units and 3,000 square feet of ground-level retail.

As part of the development approval process for CDD #15, the applicant agreed to provide a \$5 million contribution to the Housing Trust Fund for the entire project to be paid proportionately as each development requested certificates of occupancy. This contribution was more than double the standard voluntary monetary contribution in effect at that time. In 2015, CDD #15 was amended (CDD 2015-00005) to reflect a change in the phasing of the project; at that time, the timing of the housing contribution was adjusted with the first phase of the project to provide a \$1 million contribution and the remaining \$4 million to be paid proportionately through the remaining two phases. Under this agreement, a \$1.84 million contribution was anticipated with Phase II and \$2.16 million with Phase III.

At the time of approval of CDD 2015-00005, City Council expressed an interest in securing affordable units on-site in lieu of some portion of the monetary contribution. In response to this guidance and consistent with the Housing Master Plan's recommendation to focus affordable housing efforts in areas near transit and with the greatest potential for increased density and mixed-use development, the applicant for Phase II agreed to provide 50% of its contribution in the form of a monetary contribution to the portion of the Housing Trust Fund reserved for potential future offsite ARHA replacement units per the Braddock Metro Neighborhood Plan) and 50% in the form of on-site affordable units. In May 2017, the Committee voted to approve the affordable housing plan for Phase II.

The applicant for Phase III offered to follow the same breakdown and provide 50% of its contribution (\$1.08 million) in the form of a monetary contribution to the Housing Trust Fund reserved for potential future offsite ARHA replacement units and 50% in the form of four on-site units (two one-bedrooms and two two-bedrooms) affordable to households with incomes at 60% AMI for a 40-year period. At its June meeting, AHAAC voted unanimously to approve the applicant's affordable housing plan.

C. Housing Trust Fund Overview: FY 18

\$4,396,848 million was pledged; \$3,161,351 million was received; and \$3,025,766 million was expended from the Housing Trust Fund.

D. Housing Master Plan:

AHAAC is an important champion and steward of the Housing Master Plan. The Committee helped monitor implementation through:

- Quarterly review of the Housing Master Plan Progress Report
- Regular updates on the activities of AHDC (including its first annual resident census) and ARHA
- Briefings on partner activities, including Community Lodgings and the City-RTA Alexandria Neighborhood Stabilization Program
- Distribution of educational and outreach materials produced by staff in FY18, including the Apartment Survey, the Market Affordable Report, and the City's Homeownership Program Report.

E. Small Area Plans and Planning Initiatives:

AHAAC was actively engaged in various planning efforts throughout the year, including the Density Bonus for the Arts Text Amendment, the Route 1 South Housing Affordability Strategy, the Braddock Implementation Advisory Group (BIAG), the Landmark Van Dorn/Eisenhower West Implementation (LVDEW) Advisory Group, and the Resolution 830 modernization process.

The Committee also received updates on the proceedings of the:

- Andrew Adkins Redevelopment Project
- ARHA Redevelopment Work Group
- Joint City-Schools Facility Investment Task Force

At the request of the ARHA Redevelopment Work Group, in February 2018 the Committee provided guidance on the definition of workforce housing and its associated rents for its consideration related to the Andrew Adkins Redevelopment Project.

F. Other

AHAAC advised the City Council on potential priorities to be put forward before the General Assembly as part of the City's annual legislative packet. At the City Manager's request AHAAC provided feedback regarding FY2019 budget priorities.

In Winter/Spring 2018, the Committee discussed its policy agenda for FY19. As part of this process, the City Attorney provided a briefing on affordable housing law in the state and City and what actions fell within the Committee's purview. The Committee's deliberations led to the submission of a letter to Council highlighting the urgent need for sufficient, consistent, reliable, and annual funding for affordable housing. The Committee also discussed the possibility of requesting that a Councilmember be assigned to serve as a liaison to AHAAC.

The Committee received updates regarding a City Council proposal to generate dedicated funds for affordable housing through a 1% increase in the local meals tax rate. During the budget process, a resolution was passed by City Council to enact the increase effective July 1. It is projected that this increase will yield approximately \$4.75 million in additional dollars for affordable housing annually.

Pursuant to a presentation by Friends of Guest House, AHAAC submitted a letter of support for a Special Use Permit proposing the organization's use of a property located on 116-120 S. Payne Street as housing to help formerly incarcerated clients transition back into the community and workforce.

Committee Composition (voting members): 19

- 1 Builder or developer of residential property
- 1 Real estate professional with knowledge and experience in residential real estate
- 1 Landlord of residential property in the City
- 1 Residential tenant in the City
- 1 Homeowner in the City
- 1 Commissioner from the ARHA Board
- 1 Representative of the City's faith community
- 1 Representative of a civic association in the City
- 1 Representative who is employed by or affiliated with an organization that promotes and maintains affordable housing
- 2 Financial professional with knowledge and experience in the field of finance
- 1 Representative of an employer in the city who employs at least 100 employees
- 1 Licensed and practicing attorney
- 1 Person designated by, but who need not be a member of the Commission on Aging
- 1 Person who is either an employee of the City or the Alexandria City Public Schools
- 1 Person who represents housing consumers under 30 years of age
- 2 Representatives of the City's small business community, including the retail, restaurant, or hospitality sectors
- 1 Person designated by, but need not be a member of, the Commission on Persons with Disabilities

Voting Members between July 2017 and June 2018:

Robyn Konkel, Chair

Katharine Dixon

Michael Butler

Carter Flemming

Stephen Hales (x - August 2017)

William Harris

Eric Weiss (x – September 2017)

Peter-Anthony Pappas

Michelle Krocker

Jon Frederick

Mary Parker

Marian Wiggins

Yasin Seddia

Nechelle Terrell

Holly Hanisian

Matthew McCarthy (March 2017 - February 2018)

Michael Doyle

Dan Brendel (October 2017 – present)

William Alexander (May 2018 – present)

CITY OF ALEXANDRIA BOARDS AND COMMISSIONS MEETING ATTENDANCE REPORT JULY 1, 2017 THROUGH JUNE 30, 2018

COMMISSION: Alexandria Housing Affordability Advisory Committee

CHAIR PERSON: Robyn Konkel

2017 2018

2017							2010					
MEMBER'S NAME	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Katharine Dixon			X	E	E	Х	Х	Е	Х	Х	E	Х
Michael Butler			Х	Е	Х	Х	Х	Х	Х	E	Х	E
Carter Flemming			Х	Х	Х	Е	X	X	Ш	Х	Х	Е
Jon Frederick			X	Х	Х	X	X	Х	X	Х	Х	Х
William Harris			Х	Х	Х	X	Х	Х	X	Х	Х	Х
Robyn Konkel, Chair			Ш	Х	Х	Х	Х	Х	Е	Х	Х	Х
Michelle Krocker			ш	Х	Х	X	Х	Х	Е	Х	Х	Х
Peter-Anthony Pappas			Х	E	Х	Х	E	Х	Е	E	Е	Х
Eric Weiss			Х						A STATE OF THE STA			
Paul Zurawski			Х	Х	E	Х	Х	Х	U	Х	Х	Е
Stephen Hales			Х	E	E							
Marian Wiggins			X	Х	Х	Х	E	Х	E	Е	U	Х
Yasin Seddiq			Е	Х	E	Х	Х	E	Е	Е	Х	E
Mary Parker			X	Х	Х	Х	Х	Х	Ε	Х	U	Х
Nechelle Terrell			E	Х	Х	Е	Х	E	Х	Х	Х	Е
Holly Hanisian			Е	Х	E	Х	E	Х	Х	Х	E	E
Matthew McCarthy			U	E	Х	Е	J	U				
Michael Doyle			Х	Х	E	Х	Х	Х	E	Х	Х	Х
Dan Brendel				Х	Х	Х	Х	Х	Х	Х	Х	E
William Alexander					a significant section in					The same		Х

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E - FOR EXCUSED

U - FOR UNEXCUSED

LIST OF THOSE WHO DID NOT ATTEND 75% OF MEETINGS: Matthew McCarthy (resigned from committee)

APPROVED:

(Chairperson)

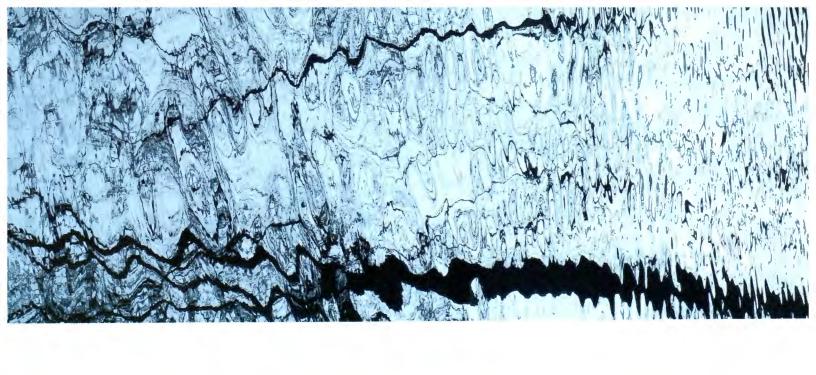
(form must be signed by chairperson)

2017

Alexandria Renew Enterprises Annual Report Transforming Water to Transform Our Community







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o pg. New Ideas and Innovations

o pg. Organizational Competency

o pg. Community Engagement

o pg. Revenue Stewardship



Clean Water: It Defines Our Community

A walk along the waterfront, a ride in a water taxi, an afternoon of fishing on the Potomac River, and even a visit to a local restaurant are all pleasures we're able to enjoy, as long as we have a healthy water system.

Clean water enables Alexandria to thrive in so many ways. It is an integral component of our community's well-being and economic growth, and critical to sustaining future generations. Yet clean water doesn't just happen; we have to make it happen. Working together as a community of water champions and a skilled team of water transformers, we ensure our waterways are clean. Alexandria Renew Enterprises (AlexRenew) is committed to maintaining sustainable and cost-effective wastewater services, and is proud to be an active partner in our region's vibrant water system.

2017 was a year for innovation at AlexRenew. While staying focused on our primary mission of protecting public and environmental health, we invested in new ideas and technologies to continuously improve.

In 2017, we used our clean water product, BluRenew, for irrigating our outdoor landscaping and our interior living wall; for toilet flushing in our restroom facilities; for heating and cooling on our water cleaning campus; and for our eye-catching 7,000 gallon aquarium in our water education lobby. BluRenew preserves precious drinking water resources in our community while maximizing your investment in water. The methane gas generated from our water cleaning process reduces our need for natural gas, and our solids removal process produces a Class-A Exceptional Quality fertilizer, used by Virginia farmers to enrich their fields.

We were the first in the nation to begin continuous operation of a Mainstream Anammox process, an advanced approach to cleaning water using naturally-occurring microbes that lessen our need for chemicals and energy. This helps us reduce greenhouse gas emissions and truck traffic, and helps us keep rates stable.

In our role as a water steward for our community, we return exceptional quality water to the Potomac River. This outstanding performance by our team is recognized annually by the National Association of Clean Water Agencies (NACWA) through its Peak Performance awards program.

AlexRenew strives to make water as interesting and exciting to each member of our community as it is to each of our team members. We listened to our Carlyle neighbors, investing in the first Platinum LEED building constructed in Alexandria. This building hosts many diverse visitors who are interested in learning how to be better environmental stewards.

AlexRenew's outreach extends far beyond the confines of our campus, and we continue to look for opportunities to interact with those we serve. Last year, we completed construction on a water education exhibit along the fence that surrounds our renovated Four Mile Run Pump Station. This interactive display invites passersby to learn about how we clean Alexandria's water, and to understand why there is a pump station in their neighborhood.

Transforming dirty water into clean water and recovering usable resources would not be possible without our skilled and dedicated team. For more than 60 years, AlexRenew has continuously operated every hour of every day, 365 days a year, to serve the residents of Alexandria.

But there are always new challenges on the horizon, and 2018 is shaping up to be a big year for our organization. AlexRenew is partnering with the City of Alexandria to explore methods that would improve sewer infrastructure to more effectively meet new Virginia legislative requirements regarding the combined sewer system located in Old Town. This partnership will allow AlexRenew to have a direct role in improving our community's water quality for decades to come.

By transforming water to transform our community, we work together to keep our city physically and economically healthy and vital. We are proud to serve you, and look forward to our continuing relationship with you in creating a sustainable water future for Alexandria.













From left to right: Karen Pallansch, CEO; John Hill, Chairman; Bruce Johnson, Vice Chairman; James Beall, Member; Patti Turner, Member; and Bruce Dickinson, Treasurer.



2017 Operational Excellence

Improving our environment while managing our costs

12 Years of Platinum-Level Performance

In 2017, AlexRenew was recognized for consistent superior performance in cleaning our community's water. For the 12th consecutive year, our facility earned the NACWA Platinum Peak Performance Award for 100 percent compliance with National Pollutant Discharge Elimination System (NPDES) permit requirements.



Removing More Nutrients for Even Cleaner Water

AlexRenew removed 99.5% of phosphorus and 95% of nitrogen from the water we cleaned, exceeding regulatory levels during the past year.

Removing higher levels of nitrogen and phosphorus allows fish, shellfish, and plants to live and thrive in our local waterways. As a result, our community can enjoy fishing and other water-related recreational activities.





We use innovative technology to closely monitor our water-cleaning infrastructure, and to clean water efficiently.

Monitoring Water Quality

Our team carefully monitors water quality throughout our entire cleaning process, even after it is discharged into the Potomac River, to ensure that your investment in AlexRenew yields a return of cleaner waterways.





In 2013, George Mason University's Potomac Environmental Research and Education Center (PEREC) started studying Hunting Creek, where we release our cleaned water back into the Potomac River. PEREC collaborates with AlexRenew to study water ecology and health. The PEREC research team samples water, fish, and macrovertebrate populations from April to September at multiple sites in and around Hunting Creek. This past year, PEREC's research found biological communities in Hunting Creek that reflect a healthy ecosystem. Researchers also discovered river herring – a species whose population had been in decline – spawning at the head of the tide in Cameron Run, which flows directly into Hunting Creek.



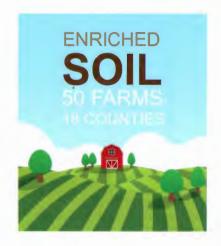
GMU PEREC staff collecting samples along Hunting Creek.



River Herring were found spawning at the head of the tide in Cameron Run in 2017.

Enriching Farmers' Soil

The dirty water we receive at our facilities yields practical benefits for Virginia's farming community. AlexRenew separates biological organics from the water during our cleaning process. We then pasteurize the organic solids to eliminate germs before delivering them to farms throughout Virginia. 50 farms in 18 counties spread 5,500 dry tons of our organic fertilizer on their fields during 2017 to enrich the soil and help plants grow.





Spreading the good throughout Virginia.

Reducing and Producing Energy to Support Stable Rates

In order to manage our operational costs and keep your rates stable, we find new ways to minimize our energy use each year. We use microbes to digest the sludge that's in the wastewater, a process that produces methane gas. We capture the methane gas from our solids-processing digester facilities, which offsets our need for natural gas by almost 25% of our total need.

AlexRenew received an Operations and Environmental Performance National Environmental Achievement Award (NEAA) from NACWA in 2017 for the results of our energy savings program.



107 million cubic feet of methane gas produced in 2017.



Enough energy to power

1,416 Virginia homes
for a year.



Offsets purchased energy by **22%**.



Our digesters are the home of microbes that break down organic matter in the water and produce gas that we collect and use as energy.



Watershed Partnerships

Alexandria's water system team manages water as one resource

How Alexandria's Water Partners Work Together







In our community, Virginia American Water, the City of Alexandria, and AlexRenew work together to ensure community health, economic vibrancy, and clean waterways. Virginia American Water delivers drinkable water to our community. The City collects used, dirty water from our community's homes and businesses, and AlexRenew's superhighway of underground pipes convey it to our water resource recovery facility where our skilled technicians transform it into clean water and byproducts using energy-saving and sustainable methods.

Providing a Training Ground for our City's First Responders

AlexRenew is proud to support Alexandria's Fire and Police Departments by sharing our facilities for training each year. Our campus, which includes multi-level buildings and tunnels, provides a natural and realistic setting in which safety and emergency response personnel can conduct drills, train police dogs, and practice rescue procedures. This helps our first responders strengthen their skills and readiness to protect and serve the community.



The Alexandria Police
Department trains its police
dogs on our campus.

Working Together to Support a Thriving Community











AlexRenew partners with many organizations across Alexandria and the water industry to strengthen our community's understanding of the importance of clean water, and we frequently venture out into the community to share our clean water knowledge with Alexandria residents. Many AlexRenew employees volunteer with the Eisenhower Partnership, Alexandria Chamber of Commerce, Metropolitan Washington Council of Governments, and First Night Alexandria, and we often support these groups by promoting and participating in their events. We partnered with Alexandria's drinking water supplier, Virginia American Water, to participate in the Value of Water Campaign's *Imagine a Day Without Water* event last fall, reminding King Street Metro riders of the importance of clean water. These partnerships and events foster water stewardship throughout our community.





We encourage our community partners to convene in the meeting and event spaces that occupy the sixth floor of our Environmental Center.

Urban Alliance Foundation Partnership

Through our longstanding relationship with the Urban Alliance Foundation, we have hosted five T.C. Williams High School student interns at AlexRenew. The Urban Alliance Foundation empowers underserved young people to aspire, work, and succeed through paid internships, formal training, and mentoring. Our Human Resources team coordinates and mentors these students throughout a seven-month program. All of our interns have attended college, with some pursuing careers in environmental science.





Hector Gomez was our 2017 Urban Alliance intern.



Eco-City Clean Waterways

Eco-City Clean Waterways is a partnership between AlexRenew and the City of Alexandria. About 540 of the 15,000 acres that comprise Alexandria are served by a legacy "combined sewer system." While state-of-the-art in the 1700s and 1800s, the current system allows stormwater mixed with sewage to overflow into our waterways during rain events. Together, we are undertaking a multi-year project to solve this problem and improve water quality for decades to come.



Incubator of New Ideas and Innovations

Implementing ideas and technologies that result in a cleaner environment

Anammox Microbes Enhance Our Water Transformation Process

50%
REDUCED CHEMICAL USE

=FEWER TRUCKS

An important part of our investment program is our implementation of Mainstream Anammox, an innovative process that saves energy and money. Anammox are tiny, naturally occurring bacteria that help remove nitrogen pollution from wastewater, improving its quality before we release the treated water back to the Potomac River and Chesapeake Bay. The process that incorporates the use of anammox, called deammonification, removes the nitrogen from dirty water while reducing our use of chemicals and saving energy. In 2017, we reduced chemical use by 50%, reducing the number of trucks and thereby minimizing our impact on local transportation infrastructure.

SANUP Project Excellence Award

AlexRenew's State-of-the-Art Nitrogen Upgrade Program (SANUP) continues to enhance our treatment process, helping us meet stricter standards in removing excess nutrients from the water we return to the Potomac River. SANUP enables us to reduce the nitrogen we discharge into the Potomac River by an additional 20% annually. The Water Environment Federation (WEF) awarded AlexRenew its Project Excellence Award in 2017 in recognition of the project's future value to the water sector, sustainability, innovation, and

the well-being of surrounding communities. The centerpiece of SANUP is an 18-million gallon Nutrient Management Facility (NMF) topped by Limerick Street Field, a multi-purpose public athletic field managed by the City of Alexandria.



Limerick Street Field sits on top of our Nutrient Management Facility.

Anammox bacteria, also called red bugs, help AlexRenew naturally remove nitrogen pollution from water, reducing our need for chemicals.



Walking and Learning

This year, AlexRenew completed the installation of an interactive water education exhibit along the fence that surrounds our Four Mile Run Pump Station. We solicited members of the surrounding community for input before creating the exhibit, which is located by the recreational trail next to the Cora Kelly School for Math, Science and Technology on Commonwealth Avenue. Ten interactive water education stations were designed to inform citizens about the process we use to clean water. The exhibit demonstrates how Alexandria's water system works, and how we can all be water champions.



We installed interactive education stations around our Four Mile Run Pump Station fence.

Enhancing Organizational Competency

Achieving long-range objectives with a team that learns, adapts, and innovates

A Skilled Workforce to Serve Alexandria



Licensed electricians



Professional engineers



Licensed operators

Every Employee at AlexRenew is a Problem Solver

Every day, we have more than 100 professional, technical, and administrative staff ensuring that the more than \$1 billion our customers have invested in AlexRenew over the past 61 years yields a positive return: operational excellence and clean waterways. We also take great pride in the fact that over 40% of our employees have worked at AlexRenew for more than 20 years, ensuring that our community has a highly qualified and experienced workforce to clean dirty water.



Certified maintenance & reliability technicians



ENVISION sustainability professionals



5,000 Training hours logged

At AlexRenew, our team members find solutions that are critical to meeting our ultimate goal of cleaning millions of gallons of water every single day, consistently, and without interruption.



Community Engagement

Engaging our community to advance understanding and water stewardship

Community Rebuilder Wins Ellen Pickering Award

Each year since 2009, the City of Alexandria Environmental Policy Commission has partnered with AlexRenew to recognize Alexandria citizens and organizations that demonstrate an uncommon commitment to protecting the environment and preserving our natural resources. Together, we present the Ellen Pickering Environmental Excellence Award to a deserving individual or group. The award is named in honor of Frances Ellen Pickering, in recognition of her lifelong dedication to preservation and conservation in Alexandria. Mrs. Pickering was a dedicated environmental advocate, a 15-year member of the Alexandria Sanitation Authority Board of Directors, and a leader in establishing the Mount Vernon Trail between Alexandria and Washington, DC over 30 years ago.

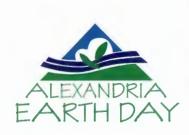
AlexRenew and the City of Alexandria Environmental Policy Commission awarded Katharine Dixon, President and Chief Executive Officer of Rebuilding Together Alexandria, the 2017 Ellen Pickering Environmental Excellence Award.



Excellence



Katharine Dixon (left), 2017 Ellen Pickering Environmental Excellence Award winner.





Alexandria Earth Day Celebrates Clean Water

With the theme "Clean Water Starts with You," the AlexRenew team participated in Earth Day and, through games and experiments, demonstrated how our community can keep local waterways clean. AlexRenew has participated in the Alexandria Earth Day Celebration every year for over 20 years.



The AlexRenew team participated in Earth Day 2017.

Water Discovery Day

In May, we hosted our first Water Discovery Day event by welcoming hundreds of you, our neighbors, to our campus to foster your personal connection with our waterways. The event highlighted how Alexandria's water system functions by demonstrating where our water comes from, what happens to it after it is used, and why clean water is a vital resource for the health and prosperity of our community.



The City of Alexandria hosted a rain barrel workshop during Water Discovery Day.



Families experienced hands-on fun while learning more about Alexandria's water system and clean water, our earth's most precious resource.



You're never too young to learn about water!

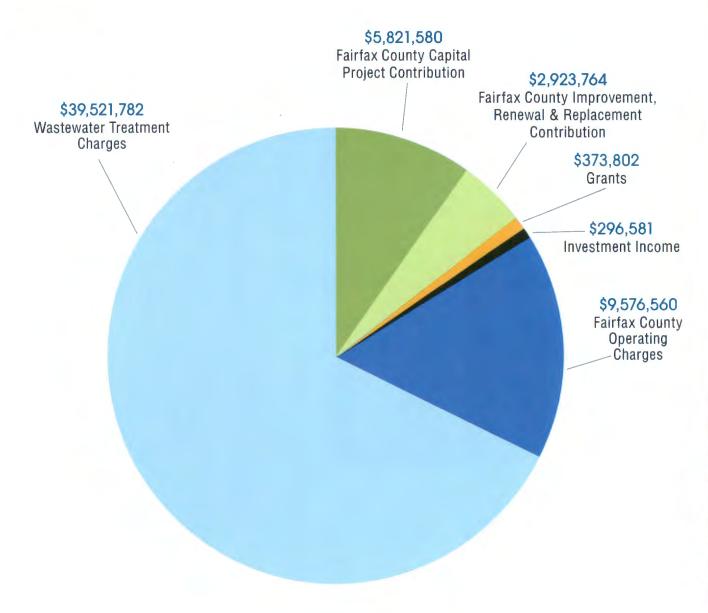


In the Discovery Lab, attendees learned how microbes help AlexRenew transform dirty water.



2017 Revenue Stewardship

Ensuring financial stability and minimizing the impact on our customers through revenue stewardship





How AlexRenew Invests Your Dollars into Clean Water



\$3,296,798

Improvement, Renewal & Replacement

Repairing and replacing critical equipment and infrastructure so we can continue to clean water effectively and efficiently for our customers.



\$10,260,911

Capital Improvements

Investments in capital infrastructure improvements to meet our chartered objectives.



\$731,483

Arlington Sewage Disposal

Supporting the operations and maintenance associated with the City of Alexandria's allocated wastewater treatment for a small portion of Alexandria in the Arlington County Water Pollution Control Plant.



\$12,234,757

Organizational Competency

Providing best-in-class water professionals for effective and safe operations.



\$1,423,932

Watershed Partnerships

Obtaining specialized, expert services to support AlexRenew's core function of cleaning water for our customers.



\$624,163

New Ideas & Innovations

Continually improving existing processes while investing in new technology to be good water and economic stewards.



\$4,803,354

Operational Excellence

Costs for the energy, chemicals, and other resources needed to transform our water.



\$1,288,920

Community Benefit

Customer service and education functions to share the benefits of clean water in our community.



\$1,627,055

Revenue Stewardship

Maintaining our infrastructure and technology to most efficiently and effectively clean dirty water.



\$13,589,224

Debt Principal & Interest Payments

The repayment of loans necessary to fund the expansion and maintenance of our water resource recovery facility.

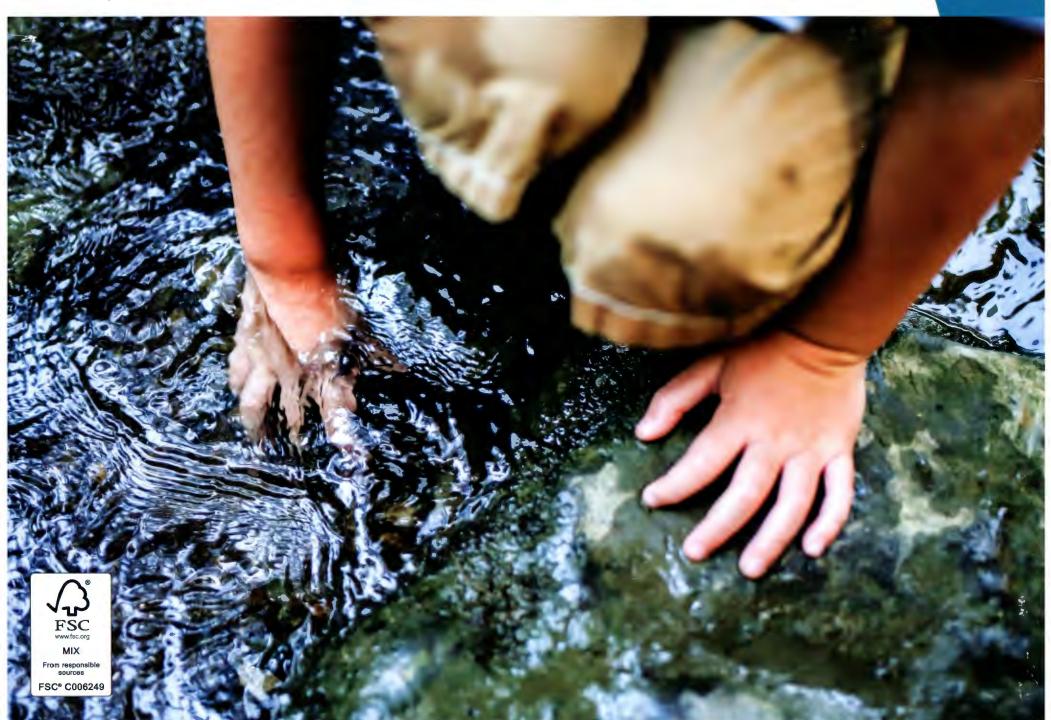








Alexandria Renew Enterprises 1800 Limerick Street, Alexandria, VA 22314 703-549-3381 • alexrenew.com



APPENDIX F. ADVISORY GROUP ANNUAL ATTENDANCE REPORT TEMPLATE

CITY OF ALEXANDRIA Alexandria Renew Enterprises MEETING ATTENDANCE REPORT

IULY 1, 2017 THROUGH JUNE 30, 2018

CHAIRPERSON: John Hill

MEMBER'S NAME	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
James Beall	Х	*	Х	Х	Х	Х	Х	Х	E	Х	Χ	Х
William Dickinson	X	*	Х	Х	Χ	Х	Х	Х	Χ	X	Х	Х
John Hill	Х	*	Ε	Х	Х	Х	Х	Х	Х	Х	Х	Х
Bruce Johnson	Х	*	Х	Х	Χ	Х	Х	Х	Х	Х	Х	Х
Patricia Turner	Х	*	Х	Х	Х	Х	Х	Х	Х	E	Х	Ε
											_	
												<u> </u>
									1854			

INDICATE: X – FOR PRESENT

E - FOR EXCUSED

U - FOR UNEXCUSED

LIST OF THOSE WHO DID NOT ATTEND 75% OF MEETINGS: FORM MUST BE SIGNED BY CHAIRPERSON

	[[++	
(APPROVED)	JOHN Afrill	(Chairperson)

City of Alexandria, Virginia

MEMORANDUM

DATE: August 31, 2018

TO: MEMBERS OF THE CITY COUNCIL

THROUGH: YON LAMBERT, DIRECTOR, TRANSPORTATION &

ENVIRONMENTAL SERVICES

FROM: STEPHEN KLEJST, TRANSPORTATION COMMISSION CHAIR

SUBJECT: FY 2018 TRANSPORTATION COMMISSION ANNUAL REPORT

<u>Purpose of the Annual Report</u>: This Annual Report provides a summary of the activities undertaken by the Transportation Commission during FY 2018 (July 1, 2017 through June 30, 2018). The report includes a summary of activities by the Transportation Commission for the fiscal year, specific goals for the coming year, upcoming recruitment and leadership plans, and the commissioners' attendance.

Background: The Alexandria Transportation Commission was established in April 2008 to advocate and promote development of balanced transportation systems for the City through oversight of the implementation of the Transportation Chapter of the City's adopted Master Plan. The Commission is comprised of eleven members serving three-year terms. The Commission includes the following representatives:

- 2 Members from the Planning Commission, nominated by the Commission
- 1 Member from the Traffic and Parking Board, nominated by the Board
- 1 Member from the Environmental Policy Commission, nominated by the Commission
- Member from the Alexandria Transit Company (ATC) Board of Directors, nominated by the Board
- 2 Citizen Members, who shall be residents of the City possessing qualifications in land-use, transportation and/or municipal finance, of whom one shall reside east of Quaker Lane and one west of Quaker Lane
- 2 Citizen members in addition to those provided for above, who shall be residents of the City, of whom one shall reside east of Quaker Lane and one west of Quaker Lane
- Ex-officio, non-voting members from the City Council who serve on the boards of the Metropolitan Washington Council of Governments (MWCOG)
 /Transportation Planning Board (TPB), Northern Virginia Transportation
 Authority (NVTA), Northern Virginia Transportation Commission (NVTC), or Washington Metropolitan Area Transit Authority (WMATA)

Membership and Appointments during FY 2018:

At the January 2018 meeting, Stephen Klejst was elected as Chair and Melissa McMahon was elected as Vice-Chair.

The following additional appointments were made: February 2018, Commissioner Alyia Gaskins (Citizen possessing qualifications in land use, transportation or finance and residing West of Quaker Lane, who replaced Christine Michaelis) was appointed to the Transportation Commission; April 2018, Commissioner Bruce Marsh (Citizen member who resides East of Quaker Lane, who replaced Ryan Jones) was appointed to the Transportation Commission; May 2018, Casey Kane was appointed to the Transportation Commission (replacing James Lewis as member of the Traffic and Parking Board).

Other ongoing members of the Commission include Oscar Gonzalez (Citizen East of Quaker Lane with transportation/land use experience), Jake Jakubek (Citizen west of Quaker Lane with transportation/land use experience), Stephen Klejst (ATC Board member), David Brown (Planning Commission), John Chapman (Council Member), Bruce Marsh (Citizen east of Quaker Lane), Timothy Lovain (Council Member), John Chapman (Council Member) and Carolyn Schroeder (Environmental Policy Commission).

<u>Upcoming Recruitment Plans for FY 2019</u>: The Commission experienced significant turnover in its membership during FY 2018. As a result, the Commission did not need to recruit additional new members in FY2018 and does not foresee the need in FY 2019 unless there are unexpected resignations. The new members have been brought up to speed on the work of the Commission during FY 2018 and members were assigned (and will continue to be assigned) to various committees of City-wide planning initiatives.

Currently, there is one Commissioner, Chair Stephen Klejst, who is both a representative from the ATC Board serving on the Transportation Commission, and a representative of the Transportation Commission serving the ATC Board. This is because the ATC Board by-laws do not allow for a person specifically appointed by the Transportation Commission.

Attendance: During FY 2018, a total of ten (10) Transportation Commission regular meetings were held. The Commission does not meet during the month of August, and in June, the Commission concluded that there was not enough of content to justify a meeting in July. A quorum was met for nine (9) regular meetings. Quorum was not met for the July 2018 meeting due to a traffic incident that caused major traffic congestion around the City and it was impossible for most commissioners to attend. The average attendance throughout FY 2018 was 8.0 Commissioners per meeting, plus staff. All of the voting members of the Transportation Commission attended at least 73 percent of the meetings except for commissioners who terminated their terms during FY 2018.

FY 2018 Transportation Commission Attendance Summary

			2017						2010					
Member's Name	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	% Attendance
John Chapman		A	Х	Χ	Х	U	L	Х	U	U	U	U	L	36%
Melissa McMahon			Х	X	Х	Х	Х	Х	Х	X	E	Х	Х	91%
Tim Lovain	51,		Х	Х	Х	Х	Х	U	U	U	U	Χ	Х	64%
Jerry King		Cally C	Х	書 書	x zydd Nath Chifu	學熟練		REPORT OF		20 f 17 g	温度	7	1	100%
James Lewis	10 To		С	U	Х	Х	U	U	Х	Х		1896		50%
Carolyn Schroeder	10.0		U	Х	Х	Х	Х	Х	Ε	Х	Х	Ε	Х	73%
Jake Jakubek			Х	Х	Х		Х	Х	Х	Х	Х	E	Х	82%
Stephen Klejst		1	Х	Х	Х	Х	Х	Х	Х	Х	Х	Е	Х	91%
Dave Brown		製造 中	Х	Х	Х	Х	U	Х	Х	Х	Х	Ε	Х	82%
Alyia Gaskins								Х	Х	Х	Х	Ε	Х	83%
Ryan Jones			Х	Х	Х	Х	Х	66.16					* No.	100%
Bruce Marsh	22.54	3364				14756N		Mary Company	Х	Х	Х	Х	Х	100%
Casey Kane						77		4.2	2 9/ 1	10	Х	Х	Х	100%
Oscar Gonzalez								Х	Х	Х	Х	Х	Х	100%
Christine Michaelis		1.15	Х	U	Х	U	de la company	3.6	- 4		±-			50%
TOTAL ATTENDANCE	0	0	9	8	10	7	6	8	8	9	8	5	10	8.0

Avg. Attendance

U = Unexcused

E = Excused

X = Attended

Shaded = Not a Commissioner during this period

Role of the Transportation Commission:

The responsibilities of the Transportation Commission include:

- 1) Maintaining a comprehensive transportation development program that identifies the City's long-range transportation needs;
- 2) Recommending on an annual basis a transportation improvement program for the ten fiscal years next ensuing;
- 3) Recommending priorities for project requests that are to be submitted for funding through state, regional and local transportation funding programs;
- 4) Recommending and prioritizing project requests that are to be submitted for funding through federal and state grant programs;
- 5) Receiving reports and findings on transportation project development studies and recommending follow up actions;
- 6) Recommending transportation projects for addition to or deletion from the metropolitan planning organization and regional long-range transportation plans;
- 7) Recommending such amendments as may be necessary or desirable to the transportation chapter of the City's adopted Master Plan;
- 8) Preparing periodic reports on the City's progress in implementing its long-range transportation plan;
- 9) Providing input to and support for the City's representatives to regional transportation boards and authorities, and serving as a public forum for discussion and consideration of matters such representatives may refer to the commission; and,
- 10) Considering such other transportation related matters as may be referred to the

commission by city council and other City boards and commissions.

The 2018 Transportation Long Range Plan (LRP), which is a tool that is used by the Commission and other elected and appointed bodies to make recommendations for funding of transportation projects and initiatives, was approved by the Commission in July 2018 following a public hearing.

<u>Major Initiatives during FY 2018</u>: The Transportation Commission undertook a number of initiatives during FY 2018 as shown in Attachment 1.

FY 2019 Goals: The Transportation Commission is expected to advice on the following funding items during FY 2019:

- FY 2020-2025 CMAQ / RSTP Program Funding
- Highway Safety Program (HSP) funding
- FY 2020-2028 Capital Improvement Program and FY 2019 Operating Budget
- FY 2020 Operating Budget
- FY 2020 Transportation Demand Operations Grant
- FY 2020 Capital and Operating Grants
- NVTA 70% Funds

In addition, during FY 2019 the Commission expects to have a significant role in the following projects and City-wide initiatives:

- Transportation Master Plan Update
- Environmental Action Plan Update
- Smart Mobility Initiative
- Vision Zero Action Plan Implementation

Other FY 2019 Initiatives

This fiscal year, the commission anticipates reviewing the following initiatives

- Eisenhower East Small Area Plan Update
- Environmental Action Plan Update
- Transportation Master Plan Update
- Bikeshare Expansion
- Dockless bikeshare regulation
- Vision Zero Action Plan implementation
- Potomac Yards Metro
- Complete Streets Program
- Transit Vision Plan

APPROVED:

Stephen Klejst, Chairperson

Hillary Orr, Deputy Director, T&ES

Attachments:

Attachment 1 - Major Initiatives during FY 2018

Major Initiatives Reviewed by Transportation Commission in FY 2018

1/24/01 2220	eviewed by Transportation Commission in FY 2018	
PROJECT	DESCRIPTION	SCHEDULE
Funding Updates	Staff provides monthly updates to the Commission on the City budget and status of funding and other issues related to various regional boards / agencies that affect the City.	Ongoing throughout FY 2018
Potomac Yard Metrorail Station	Staff provided regular written and oral updates to the Commission throughout 2018.	Ongoing throughout FY2018
FY2019 Transportation Long Range Plan (LRP)	From February to June, the Transportation Commission provided Staff with valuable input to identify and consolidate the LRP list of projects. At the July, 2018 meeting, the Commission held a public hearing and approved the FY2019 Transportation Long Range Plan.	July 2018
FY 2018-2023 NVTA 70% Funding Request, BUILD, FY 24-25 SmartScale Grants	At the November 2017 meeting, the Commission discussed and endorsed a draft list of projects to be recommended for the FY 2018-2023 NVTA 70% funding application. These projects are: 1) West End Transitway - \$60,750,000 2) Transit Signal Priority on Route 7 & Route 236: \$1,195,491 3) DASH Technology - \$150,000 4) DASH Fleet and Facility Expansion: \$11,933,161 5) Van Dorn Multi-Modal Bridge - \$10,000,000 6) King Street Ped/Bike Improvements: - \$2,200,000 7) Duke Street BRT (NEPA & Design) - \$12,000,000 In May, 2018, the Commission held a public hearing to allow for public input and provide feedback on the proposed NVTA FY2018-2023 Six Year Program. The final list of projects include: 1) West End Transitway Phase I- \$60,750,000 2) Alexandria ITS Projects: \$1,195,491 3) DASH Technology - \$150,000 4) DASH Transit Service Enhancements: \$11,933,161 5) Alexandria Bike/Ped Trails and Reconstruction: \$2,200,000 6) Duke Street Transitway - \$12,200,000 Also at the May 2018 meeting, the Transportation Commission endorsed City Staff proposed application for the USDOT FY 2018 BUILD Program: 1) West End Transitway - \$25,000,000 2) Duke Street Transitway - \$2,000,000 Also at the May 2018 Meeting, the Transportation Commission endorsed City Staff-proposed application for FY2024-2025 SmarScale Grants. The projects endorsed by the commission include: City of Alexandria	November 2017 through May 2018

	1) West End Transitway Phase II - \$24,000,000 2) Access Improvements to Landmark Transit Hub: \$10,000,000 3) Safety & Capacity Enhancements at Duke/Taylor Run/Telegraph: \$4,500,000 4)Eisenhower Avenue Metro Station North Entrance: \$35,000,000 DASH 5) DASH Zero Emission Fleet Program: \$12,000,000 6) Citywide TSP on Major Corridors: \$2,160,000	
Bicycle and Pedestrian Master Plan Update	At the June 2018 meeting, City Staff provided an update on progress on the Transportation Master Plan Pedestrian and Bicycle Chapter. Highlights include: • Completion of Vision Zero traffic safety resolution and Action Plan. • Expansion of Safe Routes to School programming to all Alexandria elementary schools. • New sidewalk segments include the City's first permeable concrete sidewalk on Commonwealth Avenue. • Installation of over 14 lane miles of on-street bicycling accommodations. • All priority trails projects have been funded development. • Continued growth in Capital Bikeshare ridership. • The City of Alexandria has achieved a Silver Designation by the Pedestrian and Bicycle Information Center (PBIC) as a Walk Friendly Community, and recently had its Silver Bicycle Friendly Community status renewed by the League of American Bicyclists. • The King Street Complete Streets project was named one of the "Best Complete Streets Projects of 2017" by the National Complete Streets Coalition.	June 2018
Vision Zero Action Plan	At the November 2017 meeting, the Transportation Commission held a public hearing to allow for public input on the Alexandria Vision Zero Action Plan. At December 2017 meeting, the Commission discussed and endorsed the Vision Zero Action Plan.	November - December 2017
Commercial Parking Standards Study Recommendation	At the December 2017 meeting, the Commission held a public hearing and endorse and approve of Task Force's recommendations.	December 2017
FY19 Budget Guidance	At the November, 2017 meeting, the Commission provided the following guidance to the City Manager's Office: 1) Preserve the 2.2 cent transportation reservation 2) State of Repair	November 2017

	3) Implementation of Vision Zero Action Plan	
DC to Richmond High Speed Rail Project	Throughout FY2018, Staff has provided updates to the Commission concerning progress of the proposed High Speed Rail project. In November 2018, City Staff provided Comments to VDOT on the Tier II Draft Environmental Impact Statement.	October 2017

FY2019-2024 CMAQ / RSTP Funding Requests	In October 2017, the Commission reviewed the candidate list of CMAQ/RSTP projects (total of \$4.5 million) proposed for FY2019-24, and provided a recommendation to Council.	October 2017
FY2019 TDM Operations Grant	In October, 2017, the Commission reviewed and approved the application to the Department of Rail and Public Transportation, and recommended approval of required City matching funds for the FY2019 TDM Operation Grant. For the FY19 grant, the City must provide a 20 percent local match in the amount of \$60,235 to match the requested DRPT amount of \$240,942 in State funds, for a total program budget of \$301,177.	October 2017
FY 2018 Interdepartmental Work Program/Annual Work Plan	In February 2017, the Commission heard a presentation from City Staff regarding the upcoming Interdepartmental Work Program/Annual Work Plan and the specific Transportation-related projects included in the Work Plan.	February 2018

Eisenhower West/Van Dorn Implementation	Staff provided regular updates to the Commission on the status of implementation, with Commissioner Jakubek, who sits on the Task Force, providing updates as well.	Ongoing throughout FY18
I-395 HOT Lanes	Staff provided regular updates to the Commission on the status of the VDOT project to convert existing lanes to High-Occupancy Toll lanes.	Ongoing throughout FY18
Vision Zero Updates	Staff provided regular updates to the Commission on the status of the Vision Zero Policy and development of the Action Plan	Ongoing throughout FY18
WMATA Budget	Staff provided regular updates to the Commission on the status of WMATA's FY19 Budget	Ongoing throughout FY18

Alexandria-Caen Sister Cities Committee Annual Report July 2017 – June 2018

Summary of Accomplishments

The mission of the Alexandria-Caen Sister Cities Committee (ACSCC) is to promote educational and cultural exchange between Caen, France and Alexandria, VA. ACSCC makes an active effort to recruit members with experience/knowledge/interest in France. Within these guidelines, the Alexandria-Caen Sister Cities membership completed the following activities during its 2017/2018 year.

Alexandria-Caen Sister Cities Policy and Membership Accomplishments

- Membership remained steady throughout the year. The committee sustained a quorum during the year.
- List any policy changes: None

Alexandria-Caen Sister Cities Member Activities

• Member activities that have taken place from July 2017 through June 2018 were as follows:

JULY

- ➤ <u>July 7-27, 2017, Teen Exchange</u> ACSCC sent one exchange participant this year. A French host family welcomed Alexandria teen, Caroline Schneider, for our annual student exchange program. This program will be reciprocated next year.
- ➢ July 1-31, 2017, Intern Exchange The city of Caen employed Alexandria teen, Katherine Jerakis. Katherine stayed with a host family during her month in France. In return, the city of Alexandria employed Adrian Esnault. Adrian worked at Visit Alexandria during his stay. He stayed with local host families and briefly at the city building, the Reeder House.
- ➤ <u>July 14, 2017, Kids French Culture Program</u>: ACSCC hosted a French culture program for children at Duncan Library. Activities included arts and crafts, sports, and food. 30 youth participated in the program.
- > <u>July 14, 2017, Bastille Day Celebration</u> ACSCC hosted its annual Bastille Day BBQ with current members and all exchange visitors (teens and intern), and host families.

OCTOBER

- October 8, 2017 ACSCC Outing: ACSCC members attended a Manumission Tour, led by City of Alexandria Councilman John Chapman. This historical tour told the stories of African-American slaves and freeman who lived and walked the streets of Old Town Alexandria, Virginia.
- ➤ October 27, 2017 Alumni Party: ACSCC hosted its annual "Reunion Soiree" party to celebrate current and previous members. This event was a costume themed event in early celebration of Halloween. During this Soiree Caen, France committee members, the Piedmont Family, were special guests and were hosted by former ACSCC members.

NOVEMBER

- November 16, 2017 Beaujolais Fundraiser: ACSCC hosted its first Beaujolais Fundraiser at Lloyd House. Included were tastings of the newly released Beaujolais Nouveau with commentary by an expert. In honor of Cider Week taking place at the same time, there were also tastings and a presentation about cider. \$1,015 was raised to support our ACSCC events.
- November 18, 2017 Cider Fest: In celebration of Alexandria's Cider Week, ACSCC members assisted with the *Cider Fest* event at Lloyd House. Several members from the committee participated in the set-up, activity booths, and raffles during the event.

DECEMBER

- December 2, 2017 Scottish Walk Dinner: ACSCC participated in the joint Sister Cities Scottish Walk Dinner at Lloyd House. French committee chairperson, Marie Coquelin, attended this event as a special guest.
- ➤ <u>December 3, 2017 Teen Exchange Preparations</u>: The ACSCC Teen Exchange Subcommittee met for its first meeting with several potential teen exchange families and participants.
- ➤ <u>December 7, 2017 Lecture:</u> As part of the ACSCC quarterly lecture series, this lecture was titled *Introduction to French Comics* by Matt Rhodes, French Comics creator and historian. 32 people were in attendance.

JANUARY

➤ January 13, 2018 Music Concert: ACSCC hosted a children's music concert in partnership with Old Town French Language School at the Lyceum. This event was titled: Vive la Musique! Let's sing and dance en français with Achille! there were almost 100 lively participants at this fun event.

FEBRUARY

- February 6, 2018 Exchange Preparations: ACSCC hosted a second exchange subcommittee meeting with additional potential exchange and host families.
- February 10, 2018 Kids Culture Program: ACSCC hosted an "Intro to French Culture for Kids" program at the Lloyd House. 22 youth participated in this event.

MARCH

- March 8, 2018 Lecture: ACSCC hosted its quarterly lecture series. The lecture was titled, *The Auld Alliance: France and Scotland from Braveheart to Bonnie Prince Charlie* by Dr. Jennifer Paxton of Catholic University. 66 people in attendance.
- March 18, 2018 Parade: ACSCC members participated in the annual City of Alexandria, St. Patrick's Day Parade.

APRIL

- April 14, 2018 Conference: ACSCC members participated in the Virginia's Sisters Cities-Counties Annual meeting. This was the first time this event was held in Alexandria, Virginia. The Keynote speaker was Sister Cities International President Roger Mark De Souza. The conference took place in the American Legion Club. Attending counties and cities from Virginia included: Arlington, Hampton, Lynchburg, Newport News, Norfolk, Richmond, Roanoke, and VA Beach
- > April 14, 2018: ACSCC contributed raffle items and attended in the *Springtime in Paris* Fundraiser for Gadsby's Tavern.

MAY

➤ May 8, 2018: The D-Day Proclamation was acknowledged by the City of Alexandria Mayor and City Council.

JUNE

➤ June 7, 2018 D-Day Lecture: ACSCC hosted a quarterly lecture in conjunction with the celebration of D-Day. The lecture was titled, D-Day: The Decision to Go by Dr. Aaron George, a historian at the Office of the Secretary of Defense. This lecture was held at the Lyceum. Prior to the lecture a member of the Eisenhower Project presented an introduction video on the Eisenhower Library project currently underway. 60 people were in attendance.

June 9, 2018 8th Annual D-Day Commemoration: ACSCC hosted the 74th Annual D-Day Commemoration in City Hall and Market Square to commemorate the anniversary of the invasion of the Allied landings in Normandy and subsequent liberation of Caen. Due to inclement weather, the venue was moved inside City Hall. The afternoon event included WWII re-enactors and area veterans as special guests. Period music was provided by Blue Jazz, a four-piece area band, and exhibition dancers from Gottaswing performed. The event's centerpiece was a commemoration ceremony with a U.S. Army Color Guard from Fort Myer plus readings of first-person accounts of D-Day by Alexandria Mayor Allison Silberberg, State Delegate Mark Levine, Council members John Chapman and Willie Bailey, and citizen of Caen and former ACSCC exchange member Lise Moutier. The capstone speaker was U.S. Army Lieutenant Colonel Edward Lewis, commander of the headquarters battalion of the 29th Infantry Division at Fort Belvoir, a Virginia national guard unit that participated in D-day. A performance by the United States Army Old Guard Fife and Drum Corps was a large draw for Alexandria citizens and tourists. All members of ACSCC actively participated in this event.

Program and/or Legislative Accomplishments

- May 8, 2018: D-Day Proclamation, drafted by the committee, officially acknowledged by the City of Alexandria a month in advance of our D-Day programming.
- City of Alexandria's first time to host the Virginia's Sisters Cities-Counties Annual meeting
- Quarterly Lecture Series on French/American topics
- Monthly French children's story time at Duncan Library

Goals for 2018-2019

- ACSCC 2018-2019 Goals:
 - ⇒ Exploring the possibility of transitioning the ACSCC teen exchange program into the Alexandria School System
 - ⇒ Working with the City to increase D-Day programing for the 75th anniversary in 2019. This event is expected to be large and will require City efforts in addition to ACSCC efforts
 - ⇒ Obtaining a major sponsorships for the 75th D-Day Program
 - ⇒ Identifying interesting and notable presenters for our quarterly Lecture Series
 - ⇒ Exploring business relationships/exchanges with Caen
 - ⇒ Increasing media exposure, particularly by identifying newspaper reporters who will cover our main events (D-Day and Cider Week)

Leadership

Jennifer Reading, Chair Holly Beardow, Treasurer Christan Johnson, Secretary

- Term expirations/terminations from July 2017 through June 2018 included: Melissa Kerley, Julia Sylla, Mari Stull and Paul Ekert
- New members to join the committee from July 2017 through June 2018 included: Angelique Moss, Jessie Files, Wesley Thomas and Alexander Jevgrafovs
- During the course of the year, membership included the following individuals:
 - Holly Beardow
 - o Kerem Bilge
 - Henry Brooks
 - Scott Campbell
 - Paul Ekert
 - o Patrick Eagan
 - Colin Eilts
 - Jessie Files
 - Sarah Greiner
 - Alexander Jevgrafovs
 - o Christan Johnson
 - Melissa Kerley
 - Jessica Krantz
 - Angelique Moss
 - Monti Martin
 - o Jennifer Reading
 - o Mari Stull
 - o Julia Sylla
 - o Sasha Rousseau
- Gretchen Bulova and Office of Historic Alexandria acted as the staff liaison to Alexandria-Caen Sister Cities Committee during the course of the 2017/2018 year.

Attachments

- 1. Any notable letters to City Council, date, subject: None
- 2. Any letters to other Advisory Groups, date, subject: None
- 3. Any completed reports or relevant documents: None

APPENDIX F. ADVISORY GROUP ANNUAL ATTENDANCE REPORT TEMPLATE

CITY OF ALEXANDRIA [ADVISORY GROUP NAME] MEETING ATTENDANCE REPORT

IULY 1, 2017 THROUGH JUNE 30, 2018

CHAIRPERSON: _	Iennie Reading		
CHAIN ENSON.	Tennic Neaunig_		

MEMBER'S NAME	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Holly Beardow	X		X	X	X	X	X	X	X	X	X	X
Kerem Bilge	X		X	X	Х	X	Х	X	X	X	X	X
Henry Brooks	Е		Е	X	Х	X	Х	X	E	X	E	X
Scott Campbell	Е		X	X	X	Е	Е	Е	X	X	X	X
Patrick Eagan	X		X	X	X	Х	X	Е	E	E	E	X
Colin Eilts	X		X	X	Х	X	X	X	X	X	Е	Е
Jessie Files							X	X	Е	Е	X	X
Sarah Greiner	X		X	X	Х	X	X	X	Х	X	X	X
Alexander Jevgrafovs										Χ	X	X
Christan Johnson	X		X	Х	X	X	Х	Χ	X	X	X	X
Jessica Krantz	X		X	X	Х	X	X	X	Е	E	E	Е
Angelique Moss							X	X	X	X	X	X
Monti Martin	X		Χ	X	X	X	X	X	Е	E	E	E
Jennifer Reading	X		X	X	X	X	X	X	X	X	X	X
Sasha Rousseau	X		Χ	Х	X	X	X	X	E	E	X	E
Melissa Kerley	X		X	X	X	X	X	X	Е	Е	Е	X
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INDICATE: X - FOR PRESENT E - FOR EXCUSED U - FOR UNEXCUSED

LIST OF THOSE WHO DID NOT ATTEND 75% OF MEETINGS:

FORM MUST BE SIGNED BY CHAIRPERSON

ALEXANDRIA ARCHAEOLOGICAL COMMISSION

ANNUAL REPORT

for

FISCAL YEAR 2018: JULY 2017 - JUNE 2018

I. SUMMARY

For Alexandria Archaeology (AA) and the Alexandria Archaeological Commission (AAC), FY 2017 – 2018 was again dominated by near-daily discoveries made during excavations at EYA's Robinson Terminal South project on South Union Street. Since the EYA project began work on the full-block, riverside site in 2017, archaeologists have uncovered a rich complex of buildings dating from the 18th through 19th centuries, the homes and businesses of a broad spectrum of Alexandrians from many walks of life. The dig has already offered us a rare, comprehensive look at urban Alexandria's busy, layered and diverse waterfront and maritime heritage. This year's discoveries ranged from locating the foundations of an additional warehouse on Duke Street, to the imposing foundations of the iconic, sprawling Pioneer Mill at Duke and the Potomac River, to perhaps the most fascinating find in March: an interwoven wharf structure composed of ships and massive cribbing timbers. Three additional 18th century ships were uncovered there, integrated into what was once the bulkhead of Alexandria's late 18th/early 19th century riverfront "bank out." This internationally important and rare discovery offers fresh insights into the practical process of banking out the shoreline, and the three well-preserved ship hulls are themselves tantalizing examples of colonial-era American shipbuilding and naval architecture.

The latest discoveries once again brought the city international attention, and, unsurprisingly, again stretched office – and city – resources. News about the ships appeared in major media outlets including The New York Times, The Washington Post, PBS News Hour, and dozens of local news stories as well. The scope of the finds again highlighted Alexandria's well-organized and careful archaeological code processes, as AA worked closely with EYA's contracted archaeologists, Thunderbird, as well as EYA management to steward the ongoing documentation and recovery of the ships and over 100,000 associated artifacts. AAC and Alexandria Archaeology are reaching out to a broader academic circle to help start the process of research and interpretation. That process will also reinforce and widen Alexandria's profile. AAC has worked to help Archaeology find funding, and support its efforts to preserve and interpret these materials. AAC helped organize and staff a massive public event on April 14th, interpreting the archaeology at Robinson Landing and the mission of the AAC to over 3,200 visitors.

These three "new" ships bring Alexandria's fledgling ghost ship merchant fleet to four, as they join our previously discovered ship from the Hotel Indigo site in 2015, undergoing conservation currently at Texas A&M, College Station. Alexandria Archaeology's project to conserve the Hotel Indigo ship garnered two grants in FY18, one from the Virginia Association of Museums for \$4000 (as part of Virginia's Top 10 Most Endangered Artifacts program, and to this, AAC members raised an additional over \$2000 as a show of support) and a matching grant of \$97,117 from the

National Park Service's Maritime Heritage Program. These discoveries and resources have the positive practical effect of starting a wider discussion within OHA and our commission into how to garner wider attention to Alexandria's role, how to present this story, and how to gather funding to support it. For example, AAC established a Ships Committee, which meets twice a month, tasked with making recommendations and helping create a report to Council on the long-term dispositions of the four ships, and is evaluating a range of options, taking into consideration scholar use, public access, community interests, interpretation, display, and budget issues.

Yet, as our annual report for FY 2016-17 underscored, the ongoing waterfront discoveries also amplify the role of the commission and its three-fold mission of preservation, education, and advocacy for Alexandria's archaeological and historic resources, as advanced by the City of Alexandria Strategic Plan. They galvanized AAC advocacy with Alexandria City Council (Council), not only for funding for conservation of current and future discoveries, but also for the creation of a maritime heritage facility that would include highlighting the ships, Carlyle and Hooe warehouse (the former being the site of Alexandria's first brewery), and other artifacts from the waterfront.

The time has come to craft a comprehensive, professional plan implementing the Waterfront History Plan included in the Waterfront Plan approved by Council in 2012, and included in the City's Strategic Plan in 2017. Since 2012, the City has made little progress in realizing the goals of the history plan, and the conservation of the boat and other materials underscores the urgency of implementing the plan and with a maritime center facility as a focus and anchor for the City's waterfront history assets. For these reasons, AAC's goals for the coming year reflect pursuing both funding needs for Archaeology, and for a plan to implement the History Plan. In April, AAC reconstituted its "committee of the whole" Waterfront History Plan Implementation Group, which was source and author of the original History Plan, and invited HARC (Historic Alexandria Resources Commission) members to join. This committee will make concrete recommendations for implementation of the History Plan, and work with OHA, Planning, and DPI staff as well. The committee along with HARC has already made recommendations for history interpretation at Interim King Street Park on the Waterfront, the first City-led interpretive space on the waterfront.

In FY 2018 the AAC celebrated its forty-third anniversary in February 2018 and the twenty-eighth anniversary of City's passage of the Archaeological Protection Code the previous November. The commission worked throughout the year to address a wide range of archaeological developments, projects, and opportunities. It reacted quickly and responsively to Alexandria Archaeology needs, and collaborated with staff in long term strategic planning. AAC has been following the progress of the entire waterfront plan via our participation on the Waterfront Commission. The AAC also continued to participate in the development of the Fort Ward Interpretive Plan. AAC continues to be the primary public commission supporting the Contrabands and Freedmen Cemetery Memorial and African American heritage in the City.

In other areas, the AAC closely followed the Section 106 process along with other concurring parties for the Ramsey Homes redevelopment project. This consultation resulted in the selection and preservation (and future interpretation and display) of key exemplars of the prefabricated materials that contributed to the architectural significance of these homes.

The AAC has been instrumental in other OHA planning areas including the development new OHA strategic plan by facilitating community input that addresses the goals of historical authenticity and historic preservation. It continues to support the other arts and history related City commissions, and participates in comprehensive efforts to survey, document, and interpret historic materials and fabric. For example, it supported City efforts to acquire and preserve the Murray-Dick-Fawcett House. AAC also participated in the Combined Sewer System Stakeholders Group, advising them on the potential archaeological implications of various options considered and general preservation issues.

AAC would like to thank Council for its support of Archaeology's important mission in our City, and looks forward to working closely with Council and staff as we rediscover and celebrate our City and its place in the American story.

In pursuit of achieving AAC's long-range goals, the Commission continues to use as its guiding principles the City of Alexandria Strategic Plan. The AAC will pursue and support, in particular, Strategic Plan action items including: commemorating and interpreting Alexandria's role in WWI; continuing preservation of the historic ships and other artifacts from Alexandria's waterfront; and begin planning for the historic interpretation of our unique maritime heritage along the waterfront, including the exhibition of the ships, warehouse, and other artifacts. The members have agreed to retain the four goals originally developed in FY12 involving (1) People - Alexandria Archaeology staffing, volunteers, and the history community; (2) Archaeology Museum/ Lab/ Education Center/ Storage; (3) Resource Management - funding and resources; and (4) Archaeology, History, and Preservation. Archaeology Staff were once again invited to provide input into the formation of objectives under each main goal. The AAC's Strategic Plan continues to look to the future of Archaeology in Alexandria. The AAC also coordinated with Alexandria Archaeology and Office of Historic Alexandria (OHA) staff to update the Alexandria Archaeology Work Plan, which details the various projects and missions that Alexandria Archaeology seeks to accomplish in the near future. The AAC will once again use this comprehensive work plan as a guide and resource for upcoming advocacy. The AAC is grateful for this unified effort between the Commission and City Staff.

The AAC continued its tradition of outreach into communities across the city, holding some meetings outside our museum facility at the Torpedo Factory. This year, the commission undertook a walkabout in Del Ray, highlighting historic fabric and architecture with Historic Preservation Staff from the Office of Planning and Zoning. Others outreach tours included Freedom House and Ramsey Homes.

II. AAC ACTIVITIES CONDUCTED/PARTICIPATED IN FY2018

The Archaeological Commission pursued a variety of activities during FY2018. These activities are set forth below and are organized within headings taken from the AAC's Strategic Plan.

A. GOAL I - PEOPLE

AAC Membership: The Commission elected officers in September, 2017. Elizabeth McCall as Chair, Ivy Whitlatch as Vice Chair, and Ann Davin as Secretary. There was one resignation

(Rebecca Seigel, Planning District II) and two new members were appointed (Esther White, Planning District II, and Richard Owens, Friends of Alexandria Archaeology (FOAA)). City Council approved a change to the bylaws shifting the designation of a member of the Chamber of Commerce to a member of the business community (currently vacant, but with an applicant this fall). There is still a vacancy for the representative from the Society for the Preservation of Black Heritage. We are actively recruiting new members.

Commission Collaboration and Partnership: The AAC continues to work closely with other commissions and City departments on areas of common focus and shared significance. As a concurring party lead by AAC member Seth Tinkham, the AAC continues to dedicate extensive energy on the public Section 106 process for Ramsey Homes redevelopment, helping to refine the mitigation strategies in addition to the archaeological work, and will continue to serve as the project moves forward. Recognizing the importance of effective solutions to environmental impacts caused by stormwater and the potential archaeological impacts of these solutions, the AAC remains an active member the Combined Sewer System public process led by Vice Chair Ivy Whitlatch. Finally, the AAC continues to spearhead the efforts of an ad hoc committee on developing an African American Waterfront Heritage Trail led by Chair Indy McCall and including members of HARC, Arts Commission, City staff, and members of the community as well as Councilmember John Chapman, the outcome of which will serve as a template for future collaborations.

AAC has permanent representation on HARC and the Waterfront Commission, which allows this family of commission to work closely together on shared goals.

In April, the AAC backed fundraising efforts to support the conservation of the 18th-century ship uncovered at the Hotel Indigo site. FOAA organized another Save Our Ship fundraising event as part of Alexandria's Spring2Action campaign. In all, more than \$11,000 was raised through the leadership of FOAA supported by AAC.

Ben Brenman Awards: The AAC selected two recipients for the 2017 Awards, which were presented by the Mayor and City Council in October. The recipients were: for Outstanding Professional Volunteer, Anna Lynch, and for Outstanding Preservation Vision, Bill Dickinson. Anna Lynch was posthumously recognized for her nearly 30-year dedication to researching, interpreting, and preserving Alexandria's history and exciting generations of school children about their local history through archaeology-based lessons; for filling an important gap in our knowledge of a vital part of the City's history with her three volume Compendium of Early African Americans in Alexandria, VA, published by Alexandria Archaeology; and for her engaging style and depth of knowledge that affected how so many visitors experienced Alexandria's rich history and archaeology. The AAC recognized Bill Dickinson for his role in facilitating the City's acquisition of the Murray-Dick-Fawcett House, one of the earliest surviving homes in the city and possibly the least altered 18th-century home in Northern Virginia; for his innovative approach to securing grant funding to purchase the house and grounds which will be used in perpetuity as a historic site, pocket garden and park, new open space, and represents the preservation of a nationally significant architectural and cultural resource for residents and visitors; and for his dedication to enriching the historic and cultural fabric of Alexandria.

Volunteer Hours: In FY2018, Alexandria Archaeology was fortunate to receive outstanding support and enthusiasm from the community as evidenced by the 4841 volunteer hours that were logged during that time span, with a total of 131 different volunteers contributing their energy and efforts to our cause. The AAC totaled 358.5 of these hours in its commitment to review, advise, and advocate to Council for the many important occurrences of archaeological discovery and areas of historic importance throughout the city of Alexandria. The AAC is mindful that these devoted volunteers are gracious and invested enough in Alexandria's historic preservation to contribute so significantly. The challenge of adequate staffing within Alexandria Archaeology and the Office of Historic Alexandria continues to be of paramount importance, as the ability to contribute to the technical aspects of such work would provide a substantial benefit to archaeology in our city.

B. GOAL II - MUSEUM, LAB, EDUCATION CENTER, STORAGE

Staff Presentations: As part of its strategic planning process, each year AAC invites staff members to present topics throughout the year. This year, presentations covered the conservation of the warehouse and ship materials from the Hotel Indigo site, excavations at Robinson Terminal South, fundraising challenges, museum space renovation, Fort Ward, Freedom House, Alfred Street Baptist Church, Ramsey Homes, and Interim King Street Park. Discussions revolved around the impact of archeology on the City, the draw for visitors, growth of the program, and educational potential. Future needs of Alexandria Archaeology were discussed to include staffing and improvements to the museum, office, and lab facilities. The Commission also explored the effect of development on archaeology and preservation within the city. An essential goal of the AAC is the continuous education and up-to-date awareness of City archaeological activity. Specific topics which have arisen as a result of this process, such as the necessity of public education and awareness, are discussed in greater detail below. These presentations offer the commission a better and deeper understanding of the operations, challenges and discoveries of the City's archaeological work, and the significantly strengthens the AAC's ability to advise Council and recommend specific courses of action to the City of Alexandria.

Torpedo Factory Art Center and Archaeology Museum: As a stakeholder and steward of historic fabric, the AAC remains interested in the future of the Torpedo Factory and plans to continue to participate in the process. AAC is concerned about ensuring the viability of the Torpedo Factory as an important magnet in the City.

Also in line with Goal II of the Strategic Plan, the AAC is committed to updating our museum in the Torpedo Factory to further attract visitors and enhance their experience, and discussions have focused around various substantive measures to help. Museum visitation remains high, highlighting the role of the museum as a waterfront and Torpedo Factory destination. The number of visitors to the City's nine historical museums and sites in FY2018 totaled 222,430. Visitors to the Alexandria Archaeology Museum accounted for 22% of this total, with our annual visitation number at 49,022. In order to sustain and improve upon this growth, it is urgent that the City address areas of need and long-term neglect in this free yet highly visible City museum. Beyond addressing the aging and failing museum, staff office, artifact storage space, and public research infrastructure, the AAC suggests that the City proceed with a museum redesign and update, the first in decades. Not only must we replace dated exhibits, we must maximize the efficiency of our current space as well improve the accessibility of all exhibits. The AAC seeks to meet the growing

needs of the well-documented and rising interest in our city's historical and archaeological resources. It also seeks to increase Alexandria Archaeology's operating the space on the waterfront, perhaps one of the most visible of the City's history interactions with the public, and the focus of sharing new discoveries with residents and visitors.

C. GOAL III - RESOURCE MANAGEMENT

Budget Advocacy: The AAC extends its thanks to the Mayor and City Council regarding the outcome of the FY2019 City Budget Process. In particular, the historic ship continues as the focus of a great deal of our fundraising efforts this past year, in concert with Council's work. The Council quickly supported funding the initial stages of conservation, a process that will take at least five years. The Commission welcomed the annual addition of \$50,000 to the Alexandria Archaeology budget as a contingency to support a highly visible series of significant discoveries. The AAC advocates for ongoing City funding to ensure that the ship project will be carried out to completion with an exhibit and interpretation of the ship on the waterfront when conservation is completed. The Commission is already working with FOAA to support this goal.

The AAC remains vigilant over and concerned about the waterfront development process. The commission maintains that the current piecemeal approach, parcel by parcel as developed and in isolation, cannot foster an enriching experience for residents and visitors nor does it convey the excitement about Alexandria our city deserves. That enthusiasm has been the hallmark of our city for decades. Instead, the City should finally implement the comprehensive the waterfront history interpretation design that it already approved in 2012, and which integrates history and art into the full length of the continuous waterfront. The ships provide an anchor for such an historical interpretation, but it also points to the urgent need to plan now for its physical exhibition on the waterfront as a key focus. The remains of John Carlyle's warehouse will return to Alexandria from the conservation in 2021 and the Hotel Indigo ship will be close behind in 2022. Now is the time to begin planning the development of this unified interpretive plan, especially as the recently discovered colonial-era warehouse and ship will also be important features displayed on our waterfront. For these reason, the AAC asks Council to appropriate funds for a comprehensive interpretive waterfront history plan and its implementation.

The 2018 budget did not include the fundraising and development position that the AAC considers so important to the sustainability of the high standards of the City's museums and collections, as well as the continued need for special projects such as the ship's conservation and the newly acquired Murray-Dick-Fawcett house. The AAC will continue its advocacy for funding this role. Given the wide range of funding challenges for OHA and Archaeology, AAC urges Council to include the fundraising and development position OHA also requested last year. We think this position could be leveraged to alleviate budget shortfalls in the future.

Financing the Archaeology Museum's improvement and re-design remains an ever-present consideration for the AAC. While a redesign of the museum was funded in 2015 and continued through FY2016, no funds were allocated to implement this design. The AAC will advocate for funding to complete museum improvements in stages over the next few fiscal years.

The AAC thanks Council for allocating funds for interpretive planning and associated archaeology at Fort Ward, but recognizes that additional CIP (Capital Improvement Project) funds will be needed to implement the plans in future years.

D. GOAL IV - ARCHAEOLOGY, HISTORY, AND PRESERVATION

Alexandria Waterfront Plan/Art History Implementation Plan: The AAC continued to monitor and participate in the public discussion regarding updates on all Waterfront area plans, developments, legal actions, and decisions. Commission member Ted Pulliam remained the AAC's representative on the Alexandria Waterfront Commission, updating the AAC on the latest designs and progress put forth by the designers and developers, including Olin Studios and EYA.

The AAC renews its commitment to ensuring adherence to the Small Area Plan, as well as to being as informed as possible with respect to the many extensive projects ahead (many of which hold a prospect of significant findings resulting from ground disturbance in the City's most historic areas). With regards to changes in the status of the Robinson Terminal North project, the Commission suggests that Council treat the delay and sale of the property as an opportunity for the City to reevaluate the best public uses of the parcel.

Freedmen's Cemetery: The AAC believes it is extremely important to properly maintain, preserve, and interpret Contrabands and Freedmen Cemetery. The Commission continues to work with City staff to ensure an interpretive stone is purchased and installed to indicate what the stone pavers mean in the sidewalk and that various and diverse forms of outreach and interpretation of this significant site continue.

Fort Ward: After City Council's adoption of the Fort Ward Park and Museum Area Management Plan in January 2015, the AAC supported the creation of the Fort Ward Interpretive Planning Committee to advise City staff on the interpretive planning process and the Ad Hoc Fort Ward Management Plan Implementation Monitoring Group to oversee the implementation of the management plan, which presented a detailed outline of natural and cultural resource initiatives to help facilitate identification, interpretation, and preservation of historical resources.

Ramsey Homes: The AAC serves as a concurring party in the Section 106 mitigation process. The AAC expressed concern with an awkward and confused process and hopes that we as a City can learn from those mistakes to better plan for future similar projects that are on the horizon. The AAC plans to take the lead along with HARC on presenting lessons learned and offering an opportunity and location to discuss best practices in the application of Section 106.

Public Education and Outreach: The AAC's Public Education Subcommittee, formed in FY2014 in response to a series of occurrences of unauthorized removal of potentially historic artifacts from private land, continued to pursue its goal of raising awareness regarding historic preservation, and in order to address the shortage of sufficient and readily offered information related to the proper consideration of historic properties and artifacts available. The AAC will work to provide resources promoting a safe and effective understanding of the archaeological process and its importance. The AAC remains committed to public education across all aspects of our community and geographic regions.

Cemetery Committee: In July 2014, the AAC voted to form a new subcommittee devoted to overseeing, identifying, and preserving the numerous cemeteries in Alexandria. In 2015-16, the committee researched state and local guidelines and handbooks regarding cemetery preservation and recordkeeping, and began inventorying what cemeteries the City maintains according to existing records. The Commonwealth of Virginia has not instituted formal guidelines or rules for such endeavors, but it does have a cemetery survey form. An initial goal of the Committee was to formulate a set of cemetery preservation guidelines for the City of Alexandria, along with accompanying survey forms. The review of existing survey forms from a variety of states and jurisdictions allowed for an informed basis from which a new Alexandria form was developed. The Cemetery Committee discussed an appendix that allows for the recording of further information, while utilizing the Commonwealth of Virginia form for consistency with other Commonwealth-wide forms and surveys, as well as a gravemarker form also included, will help to highlight specific aspects of the monuments and memorials surveyed (and structured in a fashion to best serve the City's purposes). In 2017, the Cemetery Committee worked closely with archaeology and City staff to conceptualize and beta-test web-based survey tools that would be most suitable for undertaking a citizen-scientist approach to documenting individual gravestones in City-owned and maintained cemeteries for the purposes of research and preservation. Since then, the focus has shifted as the waterfront redevelopment has captured the time and attention of the AAC, staff, and the public.

III. GOALS FOR FY2019

The AAC's primary focus in FY2019 is to pursue the substantive implementation of the Waterfront History Plan, approved by City Council in 2012. We view this goal as urgent considering the need to protect, display and interpret Alexandria's 18th-century ships and other discoveries as a focus along the waterfront. The shrinking conservation window allows time for planning a museum facility to house the ship upon its return, and to highlight Alexandria's maritime heritage and the American story. FY2019 goals will be to pursue comprehensive waterfront interpretation and a maritime history focal point.

I. People

AAC seeks to increase the professional staffing levels within Alexandria Archaeology.

Objectives

- 1. Advocate for the improvement of staffing levels within Alexandria Archaeology.
 - a. Work with City Council to replace staff as vacancies occur.
 - b. Explore methods to:
 - i. Increase professional staff positions to meet real needs.

- ii. Find alternative funding sources through fundraising, grants, or other methods (see Goal 3).
- 2. Support better use of volunteers in:
 - a. Museum Staffing
 - b. Research
 - c. Field Work
- 3. Explore, advocate, and promote cooperative efforts with other historic related Commissions within Alexandria

II. Museum, Lab, Education Center, Storage

AAC seeks to enhance the quality, professionalism, and effectiveness of the museum and its related educational outreach. Alexandria is only one of eight municipal organizations across the country accredited for their museum systems. Our Archaeology Museum and related functions are important parts of that accreditation.

Objectives:

- 1. Advocate for the maintenance of the current Archaeology Museum, offices, public research space, and artifact storage room in the Torpedo Factory Art Center pending completion of objective 2 below.
 - a. Advocate for funding of renovations to current space and exhibits (needed as interim measure as current museum has not been updated in over 15 years).
- 2. Explore opportunities for the expansion of the Alexandria Archaeology Museum, offices, and storage.
 - a. Advocate for and obtain funding for a professional needs assessment to recommend space requirements, site, exhibits, and funding estimates for new facility.
 - b. Explore, promote, and advocate for space options within the Torpedo Factory Art Center.
 - c. Based upon (a): Explore, promote, and advocate options for an entirely new facility located outside the Torpedo Factory Art Center while stressing the importance of a continued presence in relationship to the Waterfront so that the story of Alexandria can be told through interpretation and explanation of its archaeology.

III. Resource Management

AAC seeks to contain the erosion of Alexandria Archaeology's budget and find ways to improve funding levels for critical programs. Archaeology faces challenges to staffing and programs due to annual budget cuts. The City anticipates further revenue shortfalls, and may well require additional cuts in Archaeology's budget. The recent discoveries along the waterfront point to the need to find secure, long-term funding for preservation, conservation, and interpretation.

Objectives:

- Continue to advocate for improved funding for the Alexandria Archaeology program from the City, to include a contingency fund to support preservation and conservation of new discoveries in the course of waterfront development.
- 2. Work with staff and Friend of Alexandria Archaeology (FOAA) to explore and initiate alternative funding sources through:
 - a. Fundraising
 - b. Grants
- 3. Explore new, dedicated funding sources to assist OHA, Archaeology, preservation, and collective interpretation and education efforts through a public-private non-profit partnership in cooperation with HARC and outside organizations.

IV. Archaeology, History, and Preservation

AAC and Alexandria Archaeology have led efforts in public history and public archaeology to improve preservation the City's historical assets, and to interpret the history of Alexandria on the waterfront and elsewhere in the city. AAC shall continue its support of Alexandria Archaeology as a key resource, and to complete the implementation of the Waterfront History Plan it contributed in 2010.

Objectives:

- 1. Explore and define the future mission and vision of the Alexandria Archaeology.
- 2. Advocate for funding design development and implementation of a comprehensive Historical Interpretation plan for the Alexandria Waterfront. Advocate for continued funding to conserve and eventually exhibit the ship discovered at Hotel Indigo.
- 3. Make recommendations for the disposition of ships and other artifacts discovered during excavation of Alexandria's historic waterfront.
- 4. Explore opportunities for the expansion of the Alexandria Archaeology Museum, offices, and storage. (See Goal 2)

- 5. Advocate for continued and enhanced funding and participate in the future historical interpretation and development of Fort Ward Park.
- Promote planning for and implementation of future interpretation and preservation of, and education through, the archaeological and historical resources across the city of Alexandria.
- 7. Promote continued enforcement of the City of Alexandria Archaeology Code.
- 8. Promote continued collaboration with the Alexandria arts community, including the Torpedo Factory and the Commission for the Arts.

In addition to the Goals and Objectives presented above, the Commission has developed specific action items that are consistent with the Strategic Plan as well as the Work Plan for the Alexandria Archeological program. The Commission will pursue these items as part of its overall mission of preserving the historic and cultural resources of the community.

AAC Strategic Plan Action Foci:

- Continue to advocate for a sustainable budget in support of a viable archaeological program for the City, and seek new funding sources to support the work of the program.
- Explore establishing a public history and archaeology contingency fund for OHA. This
 fund could be used to support signage, interpretation of resources, and related needs for
 management of the cultural resources throughout Alexandria.
- Take active steps to organize efforts that will preserve existing but neglected cemeteries
 within the city. AAC will develop a problem statement that defines the nature and extent
 of neglected or orphan cemeteries within the city and possible steps to remediate issues.
- Support actions to reach out and increase awareness in the community, other commissions, and history groups about the cultural resources of the City. These actions could include support of exhibits and museum education, development of additional publications, and appropriate celebrations of the program achievements.
- Support staff on a project specific basis using the skills and interests of members of the AAC as well as others.

IV. RECRUITMENT, LEADERSHIP SELECTION, AND SUCCESSION

The Archaeological Commission recruits members by referral and the recommendation of sitting members, by advertisement on the City's website, and/or by other City organizations they will represent. In addition, the Archaeological Commission seeks an active presence throughout the City, holding its scheduled meetings at widespread locations to allow the public to learn more of its activities and opportunities. Both commissioners and staff attend historically related events,

presentations, tours, etc., at which they may promote AAC and also service on the Commission. Nominees are encouraged to attend Commission meetings prior to formal application to City Council to help inform them of current issues, and the activities, and makeup of the Commission. The AAC's brochure is distributed and appears on the OHA/Alexandria Archaeology website.

The Archaeological Commission chooses its officers by simple majority vote from among nominees proposed at the September AAC meeting: Chair, Vice-Chair, and Secretary. A nominating committee is selected in August and a slate of officers is presented for this vote by the nominating committee in September. Any additional names may be included form the members before the September vote. Individual members may not nominate themselves. Terms are not staggered. The leadership serves a one-year term, and an unexpected vacancy is filled for the remainder of the term. Leaders may serve again at the discretion of the Commission, but must be re-nominated in competition with other nominees and chosen again by simple majority.

In the absence of the Chair, the Vice-Chair acts in its stead at AAC meetings and representing AAC at other meetings. Individual Commissioners also act in a leadership capacity, heading subcommittees or representing AAC at Council, or at the meetings of other City commissions and organizations. Service on these committees helps prepare Commissioners as future officers of the AAC.

V. STRUCTURE OF THE ALEXANDRIA ARCHAEOLOGICAL COMMISSION

The Alexandria Archaeological Commission serves in an advisory capacity to the Mayor and City Council on matters relating to the City's archaeological resources and related issues within the city. Included among the AAC's responsibilities are to establish goals and priorities which contribute to the history and heritage of colonial, federal, and historic Alexandria; propose local ordinances and state statutes to the City Council and the City Manager which promote the goals and aims embodied in Ordinance No. 3733; plan, develop, and recommend short-, mid-, and long-term archaeological plans and programs for the City; encourage the integration of archaeological and historical information and site preservation into master plans and development efforts; study and make recommendations to City Council with respect to additional activities involving the City's archaeological program and artifacts; promote the use of the highest professional standards by Alexandria Archaeology staff; and enhance the visibility of the City of Alexandria as a leader in archaeology throughout Virginia, the United States, and the world.

AAC meetings are held every month, on the third Wednesday at 7 p.m. at the Alexandria Archaeology Museum and, or at other sites of interest to the Commission. The fourteen (14) members of AAC include five (5) members at large, three (3) citizen members representing each of the City's three planning districts, and six (6) members representing various City organizations.

Elections are held in October of each year. The Commission officers consist of a Chair, Vice-Chair, and Secretary. Due to changes in membership and elections, persons serving on the Commission may be listed in more than one representative or leadership capacity.

The following people served on the Commission during Fiscal Year 2018:

MEMBERS AT LARGE:

Mark Michael Ludlow Ralph Rosenbaum Elizabeth (Indy) McCall, Chair Edward (Ted) Pulliam Jake Hoogland

PLANNING DISTRICT MEMBERS:

Planning District I: Ivy Whitlatch, Vice Chair

Planning District II: Esther White

Planning District III: Janice Magnuson

ORGANIZATION REPRESENTATIVES:

Alexandria Association: Ann Davin, Secretary

Alexandria Historical Society: Georgia (Katy) Cannady

Alexandria Society for the Preservation of Black Heritage: OPEN

Business Community: OPEN

Friends of Alexandria Archaeology: Richard Owens Historic Alexandria Foundation: Seth Tinkham

CITY OF ALEXANDRIA BOARDS AND COMMISSIONS MEETINGS ATTENDANCE REPORT

JULY 1, 2017 THROUGH JUNE 30, 2018

COMMISSION: Alexandria Archaeological Commission

CHAIRPERSON: Elizabeth (Indy) McCall

			201	7					20	18		·
MEMBERS NAME	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Cannady, Georgia (Katy)	Е	Х	X	X	Х	Х	U	Е	X	X	X	Е
Davin, Ann	X	X	X	X	X	X	X	X	Е	X	X	X
Hoogland, Jacob	E	E	*	X	X	X	X	X	X	Е	X	X
Ludlow, Mark	X	Е	X	X	X	X	X	X	X	X	Е	X
Magnuson, Janice	X	X	X	X	X	X	X	X	X	X	X	Е
McCall, Elizabeth (Indy)	X	Е	X	X	X	X	X	X	Х	X	X	X
Owens, Richard		•	A_{j}	ppointe	d April	11, 20	18			X	Е	X
Pullium, Edward (Ted)	X	X	X	X	X	X	X	X	Е	X	X	X
Rosenbaum, Ralph	X	X	X	Е	X	X	X	X	Е	X	X	X
Siegal, Rebecca (Becca)	X					I	Resigne	ed		,		
Tinkham, Seth	Е	X	Е	Е	X	Е	X	Е	Е	X	X	Е
White, Esther	Aŗ	pointed	Decer	nber 13	3, 2017	**	X	X	X	X	X	X
Whitlatch, Ivy	X	Е	X	X	X	X	U.	·U	X	Е	X	X

^{*} Mr. Hoogland's term expired September 12, 2017. Oath of Office taken October 18, 2017

INDICATE:	X - FOR	PRESENT
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E - FOR EXCUSED

U - FOR UNEXCUSED

LIST OF THOSE WHO DID NOT ATTEND 75% OF MEETINGS:

(FORM MUST BE SIGNED BY CHAIRPERSON)

APPROVED:

(Chairperson)

^{**} Oath of Office taken January 2, 2018

CITY OF ALEXANDRIA BOARDS AND COMMISSIONS MEETINGS ATTENDANCE REPORT

JULY 1, 2017 THROUGH JUNE 30, 2018

COMMISSION: Alexandria Archaeological Commission

CHAIRPERSON: Elizabeth (Indy) McCall

			201	7					20	18		
MEMBERS NAME	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Cannady, Georgia (Katy)	Е	Х	Х	Х	Х	X	U	Е	X	X	Х	Е
Davin, Ann	X	Х	Х	Х	Х	Х	Х	Х	Е	X	X	X
Hoogland, Jacob	Е	Е	*	Х	X	Х	Х	X	X	Е	X	X
Ludlow, Mark	X	Е	Х	Х	X	Х	Х	Х	Х	X	Е	X
Magnuson, Janice	X	Х	Х	Х	X	Х	Х	Х	Х	X	X	Е
McCall, Elizabeth (Indy)	X	Е	X	Х	Х	Х	Х	Х	Х	X	Х	Х
Owens, Richard			Aj	pointe	d April	11, 201	8			X	Е	Х
Pullium, Edward (Ted)	X	X	Х	Х	X	X	Х	X	E	X	X	Х
Rosenbaum, Ralph	X	Х	X	E	X	Х	Х	Х	Е	X	X	Х
Siegal, Rebecca (Becca)	X					F	Resigne	d				
Tinkham, Seth	Е	Х	Е	E	X	Е	Х	Е	Е	X	X	Е
White, Esther	Ap	pointed	Decer	nber 13	, 2017	**	Х	X	X	X	X	Х
Whitlatch, Ivy	X	Е	X	X	X	Х	U	U	X	Е	X	Х

^{*} Mr. Hoogland's term expired September 12, 2017. Oath of Office taken October 18, 2017

INDICATE:	Х-	FOR	PRESENT

E - FOR EXCUSED

U-FOR UNEXCUSED

LIST OF THOSE WHO DID NOT ATTEND 75% OF MEETINGS:

(FORM MUST BE SIGNED BY CHAIRPERSON)

APPROVED:

(Chairnerson)

^{**} Oath of Office taken January 2, 2018

From:

Chairman, Beauregard Design Advisory Committee

To:

The Honorable Mayor and City Council of Alexandria, Virginia

Subject:

Annual Report

References:

- (A) City of Alexandria City Code [Part II, Title 2, Article A, Sections 2-4-4 (d) (2) and 2-4-7 (i) (1)]
- (B) City of Alexandria Ordinance 13-1484
- (C) Beauregard Urban Design Standards and Guidelines of 18 March 2013 (Revised per City Council actions 11 July 2013)

Enclosure:

(1) Table of Attendance

In accordance with reference (A), the following report is submitted:

- 1. Background. The nine member Beauregard Design Advisory Committee (BDAC) was established by reference (B), to include four citizen appointees (one "at-large"), one citizen business community appointee, and four professional member appointees. Reference (B) charged the BDAC to examine Developmental Special Use Permit (DSUP) applications submitted by developers within the Beauregard Small Area Plan (SAP), to ensure compliance with the City's Beauregard Design Standards and Guidelines, as promulgated by reference (C). The examination results were to be forwarded to the City Council via the Planning and Zoning Department (hereinafter, the Staff) and the Planning Commission. Table 1 lists the membership of the BDAC for the past year.
- 2. Synopsis of Activities. The BDAC held six (6) meetings during this reporting period. Meetings on 25 September 2017 and 23 October 2017 were continued reviews of DSUP #2016-0044, Church of the Resurrection redevelopment, and completed the consideration of that DSUP which had commenced last spring. The remaining four hearings (26 February, 21 May, 25 June, and 23 July 2018) were for the review of proposed DSUP #2017-00019, for the Redevelopment of 2000 N. Beauregard Street, Monday Properties, owner/applicant.
- 3. Comments. Please note that the period between 26 February and 21 May was granted by the BDAC to permit the applicant time to incorporate substantial changes to the initial plan, in accordance with committee and public recommendations. BDAC activities are scheduled to continue in August 2018, when a final vote on this DSUP #2017-00019 is anticipated.
- 4. Issues. The main issues facing the BDAC continue to be:
 - a. A lack of DSUP applications to consider. Since the sale of JBG's interests along Beauregard to Morgan Properties in 2016, and the subsequent decision by the new owner not to redevelop, the Beauregard SAP is in serious jeopardy. Since the Upland park segment of the SAP appears hopelessly stalled, once the DSUP submitted by Monday Properties is resolved, any redevelopment within the remaining SAP sectors will effectively be at an end, and will seriously affect future transportation plans along Beauregard, as well as previously forecast tax revenues.

- b. Vacancies on the BDAC. During 2018, four new individuals were appointed to the BDAC, but one had to resign subsequently due to non-residency. Procedures have been instituted to more closely vet applicants before action by City Council. In addition, by careful scheduling and briefings, the impact of having new members being appointed in the middle of the DSUP review process has been minimized.
- 5. Attendance. Enclosure (1) is the attendance report for the reporting period.

Very respectfully submitted,

Pete Benavage, Chairman, BDAC

CITY OF ALEXANDRIA BOARDS AND COMMISSIONS MEETINGS ATTENDANCE REPORT

October 1, 2017 THROUGH September 30, 2018

COMMISSION: Beauregard Urban Design Advisory Committee CHAIRPERSON: Pete Benavage

			201	17					20	18		
MEMBER'S NAME	Oct 23	Nov	Dec	Jan	Feb 26	Mar	Apr	May 21	Jun 25	Jul	Aug	Sept
Pete Benavage, Chair	X	· ·			X			Х	Х			
Abed Benzina	х				Х			X	X			
Donna Fossum	Х				х	,		Х	X			
Ben Jehle ¹	U											
Carolyn Griglione	X			-	X			X	X			
Fatimah Mateen	X				X			X	Х			
Blair Davenport ²					Х			Х	Х			
Bud Jackson ³								х	Х			
Susan Scarlet-Macaw ⁴								Х				
Charles Carruthers ⁵								Х	Х			
1 Removed from RDAC D					11.							

Removed from BDAC December 2017

INDICATE: X - FOR PRESENT E - FOR EXCUSED U - FOR UNEXCUSED

Don Johlo		

LIST OF THOSE WHO DID NOT ATTEND 75% OF MEETINGS:

Ben Jehle

(FORM MUST BE SIGNED BY CHAIRPERSON) APPROVED:

(Chairman)

Pete Benavage 30 July 2018

² Appointed January 2018

³ Appointed March 2018

⁴ Appointed April 2018; resigned June 2018

⁵Appointed April 2018

Alexandria Beautification Commission Annual Report July 2017 – June 2018

SUMMARY OF ACCOMPLISHMENTS

The mission of the Alexandria Beautification Commission includes serving in an advisory capacity to the city council and the citizens of Alexandria on all matters related to the beautification of the city and serving in an advisory capacity regarding the beautification of portals to the city. Within these guidelines, the Alexandria Beautification Commission membership completed the following activities during its 2016/17 year.

Alexandria Beautification Commission Policy and Membership Accomplishments

Membership increased slightly during the year, beginning the year with fourteen members and ending with a full complement of sixteen members. While a quorum was not able to be obtained in one month during the year, the attendance policy was more strictly enforced to ensure more consistent attendance.

During the annual Awards nomination process, the Commission is able to canvass all areas of the City. This canvass is interactive and, as ambassadors of the City, it is an opportunity to inform and promote City beautification. From this activity, we have drawn many qualified residents who have submitted applications for appointment. In addition, through both Commission volunteer work and private volunteer work of our members, we come in frequent contact with outstanding individuals whom we encourage to apply.

Alexandria Beautification Commission Member Activities

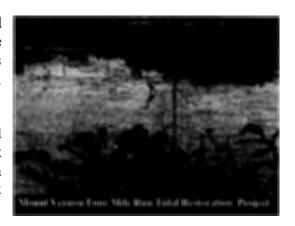
Alexandria Beautification Awards

The Commission sponsors the Alexandria Beautification Awards each year recognizing residents, businesses, and public sector efforts that contribute to the beautification of their neighborhoods and public vistas. Each year the Commission canvases the City in search of properties that have beautified their surroundings through landscape, maintenance, building improvements and other community efforts. The Commission also solicits award nominations from the public.

The Commission recognized six categories of awards: Excellence in Architecture, Excellence in Sustainable Design, Green Practices in Beautification, Residential Beautification, Commercial Beautification, and Community Beautification. Each category recognizes properties and efforts from the East, Central, and West areas of the City, with the exception of the Green Practices award, which is competed City-wide.

The 2017 Beautification Awards ceremony was held on September 27, 2017 at the Lyceum. Twenty-one awards were given by Mayor Silberberg and members of Council during a slide show presentation. Michael Verguson, FASLA, spoke on "Why Beauty?"

From April-May 2018, the Commission solicited and made nominations for the 2018 Awards. Forty-eight nominations were submitted. The 2018 Beautification Award Ceremony is scheduled for October 17, 2018 at the Lyceum.



Gateway and Median Improvements

The Commission continued to work with City staff in Parks and Recreation to plan for revitalizing the landscaping at city gateways. The delays in finalizing a contract for wayfinding gateway signs have caused a significant delay in landscape improvements as specifications for size and placement of the signs must be known before landscape planning can begin.

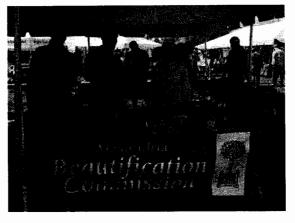


In the meantime, the Commission has shifted its focus to projects where they can have a more immediate impact. The Commission worked with the City's Department of Parks, Recreation and Cultural Activities throughout the year to develop a cohesive landscaping plan for the medians which they hope can serve as a model for beautification of medians throughout the City. This project came to fruition in June 2018 with the installation of native and sustainable plant material in three medians at the heavily trafficked

intersection of King Street, Quaker Lane and Braddock Road.

Educational Efforts

The Commission continued its partnership with the Alexandria/Arlington Chapter of the Virginia Cooperative Extension to host free educational seminars on beautification issues. Three seminars were held in the second half of 2017. Topics included season review and winter interest in the garden, tree selection and care, and native plants in the home landscape. Due to a proliferation of similar events in Alexandria, the Commission readjusted its approach for 2018 to focus its efforts on directing residents to existing resources and educational programs.



The Commission participated in Alexandria Earth Day on April 28, 2018. The Commission distributed native plants and flower seeds to the general public and educated over 100 Alexandria residents on planting for pollinators. A QR code was provided that took residents to the Commission's Facebook page for additional information.

The Commission has revitalized its use of social media to reach residents. The Facebook page is updated 2-3 times per week with information on native plants, invasive plants, and available

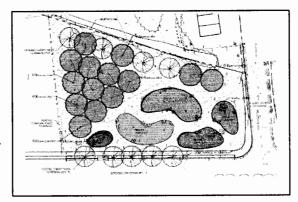
resources. The Commission also uses it to publicize Commission events and highlight articles of interest on beautification.

Vacant Lot Improvements

The Commission continues to advise the City and community residents on improvements to

Simpson Triangle, which was the former construction staging area at Simpson Park.

After comprehensive efforts to obtain community feedback in early 2017, the Commission has been advising a group of Del Ray residents, led by Annie Ebbers, on plans to improve the space. The group applied for Community Matching Funds through RPCA in early 2018 and was approved for matching funds of \$22,500. The design by Landscape Architect Doug Tipsword has been finalized and fundraising efforts have begun.



Community Clean-Ups

The Commission's effort to assist in the coordination of clean-ups were made largely redundant with the creation of the City's PARKnership program. The Commission ended this effort in October 2017 and shifted its focus to other areas.

Tree Canopy

A new subcommittee focused on increasing the city's tree canopy was stood up in January 2018. At present, the subcommittee has served as the point of contact for coalescing and communicating the Commission's position on the update to the Alexandria Landscaping Guidelines. Other initiatives include advertising and supporting the City's fall tree sale, providing information to citizens on what city resources are available to them to support the tree canopy, and advising the city on budget for tree plantings.

Program and/or Legislative Accomplishments

In the last few years, the Beautification Commission has taken a more direct approach to fulfilling its dual functions: serving in an advisory capacity to the city council and the citizens of Alexandria on all matters related to the beautification of the city and serving in an advisory capacity regarding the beautification of portals to the city. While active participation in city happenings has made the commission much more effective in fulfilling its functions, it has led to a marked increase in the need for members with specific expertise in fields relating to beautification.

The Commission proposed, and City Council approved, a change to the City Code governing its membership composition. Prior to the change, the Commission's membership consisted of 16 citizen-at-large members. With the amendment, the membership consists of:

- (1) one member with expertise in the field of architecture or urban planning, or be a historian with architectural knowledge;
- (2) one member with expertise in the field of landscape architecture or landscape design;
- (3) one member who is a Master Gardener, Master Naturalist, or Tree Steward; and
- (4) thirteen citizen-at-large members.

Goals for 2017-2018

The Commission will continue to implement the projects outlined above. Additionally, the Commission will continue to conduct outreach to other City commissions to identify and to develop additional partnerships to further achieve beautification goals.

In the near future, the Commission will be evaluating the pilot gardens installed at Market Square in May 2017. These gardens will be refreshed with new and/or different plants as needed, and missing plant markers will be replaced to ensure these gardens continue to be an educational installation. The Commission will also be considering additional portals and medians in the City for improvement.

Leadership

Officers for the upcoming year were elected at the January 2017 meeting: Denise Tennant was elected to serve as Chair, Dana Holmstrand as Vice-Chair, and Joseph Crowell as Secretary.

Oscar Mendoza of the Department of Recreation, Parks and Cultural Activities, Park Operations Division acted as the staff liaison to the Alexandria Beautification Commission during the course of the 2017/2018 year.

Term expirations and new members:

Kathryn Chiasson (Nov 2017)
Joseph Crowell (Oct 2017)
Cathleen Curtin (term expired, reappointed Oct 2017)
Kevin Dunne (Nov 2017)

Mary Ensch (Mar 2018)

Christina Mazurkevich (Sep 2017)

Julie Moore (term expired, reappointed Oct 2017)

Monica Murphy (term expired, reappointed Dec 2017)

Mellenie Runion (Jan 2018)

Erich Veitenheimer, III (term expired, reappointed Jan 2018)

During the course of the year, membership included the following individuals:

Seth Bishop

Kathryn Chiasson

Joseph Crowell

Cathleen Curtin

Kevin Dunne

Mary Ensch

Archer Heinzen

Nicole Hersch

Dana Holmstrand

Carol Maxwell

Christina Mazurkevich

Beth McElwain

Julie Moore

Monica Murphy

Mellenie Runion

Anna Smith Lacey

Renata Stuebner

Denise Tennant

Erich Veitenheimer, III

Benjamin Verdi

Attachment

1. ABC membership amendment letter; Apr 16, 2018



City of Alexandria, Virginia
Alexandria Beautification Commission



T.O. Box 178 Alexandria, Virginia 22313

The Honorable Allison Silberberg, Mayor and Members of City Council City of Alexandria City Hall Room 2300 301 King St. Alexandria, VA 22314

April 16, 2018

Mayor Silberberg and Members of Council,

I am writing on behalf of the Alexandria Beautification Commission to request your support for the proposed amendment to the requirements for membership on the Beautification Commission (Sec 2-4-190-Creation, composition and organization).

In the last few years, the Beautification Commission has taken a more direct approach to fulfilling its dual functions: serving in an advisory capacity to the city council and the citizens of Alexandria on all matters related to the beautification of the city and serving in an advisory capacity regarding the beautification of portals to the city. While active participation in city happenings has made the commission much more effective in fulfilling its functions, it has led to a marked increase in the need for members with specific expertise in fields relating to beautification.

The Beautification Commission has multiple ongoing projects at all times. It advises the city on improvements to city portals and medians as well as advising the city and community groups on large-scale improvements to vacant lots. The commission educates residents on matters of beautification through a variety of efforts and celebrates beautification efforts in the city through the annual awards ceremony. This year, the commission stood up a new subcommittee dedicated to increasing the tree canopy in the city. Efforts on these projects have made clear that there are certain skill sets that must always be present on the commission in order for it to successfully fulfill its charter.

Of the sixteen seats on the Beautification Commission, the commission requests that three be reserved for citizens who hold those specific qualifications that are essential to the success of the commission. It requests the membership of the Beautification Commission be as follows:

- (1) one member shall have expertise in architecture or urban planning, or be a historian with architectural knowledge;
- (2) one member shall have expertise in landscape architecture or landscape design;
- (3) one member shall be a Master Gardener, Master Naturalist, or Tree Steward; and
- (4) thirteen citizen-at-large members.

The commission must have a member with expertise in architecture or urban planning or that is a historian with architectural knowledge in order to fulfill its function of serving in an advisory capacity to the city council and the citizens of Alexandria on all matters related to the beautification of the city. Without a member with one of these qualifications, the commission will be unable to represent the full scope of beautification. While much of the commission's focus is on landscaping and natural spaces, it is only by considering all visual aspects of the city that it will be successful. One of Alexandria's greatest assets is its architecture. People from around the world visit Alexandria specifically to view the beautiful historic buildings that the city has taken great pains to preserve. A member with this expertise is able to help the commission recognize and preserve the unique characteristics of each neighborhood in the city. In order to appropriately recognize and advise on this aspect of beauty, the Commission requires someone with the appropriate education and experience which can only be derived from one of the above qualifications. By having a seat designated specifically for a citizen with this expertise, the Commission can fully advise on all aspects of beauty.

The commission must have a member with expertise in landscape architecture or landscape design in order to fulfill the dual functions of serving in an advisory capacity to the city council and the citizens of Alexandria on all matters related to the beautification of the city and serving in an advisory capacity regarding the beautification of portals to the city. There are currently two landscape designers on the commission who are overtaxed with the needs for their expertise. For example, they have advised the city on the test beds at Market Square which will help determine which native plants will thrive in Alexandria's urban environment. This saves the city both time and money that would be otherwise spent on finding outside experts. They are also heavily involved in the commission's long-running effort to improve the portals and medians of the city. Without their presence on the commission, progress on these efforts would halt completely as evidenced by the Commission's recent involvement in vacant lot improvements. As the commission expanded into assisting community groups with improving vacant lots around the city, the commission was forced to put in a great deal of time and effort to find a landscape architect who was willing to volunteer their time to the project, causing a delay of nearly two years. By having a seat designated specifically for a citizen with this expertise, the commission can continue its active involvement in advising on landscaping in the city.

The commission must have a Master Gardener, Master Naturalist, or Tree Steward in order to fulfill its function of advising the citizens of Alexandria on matters of beautification. For the last three years the commission has placed increased focus on educating the citizens on Alexandria on ways to responsibly and sustainably beautify the city. The commission has done this through partnerships with the Virginia Cooperative Extension and Master Gardeners as well as directly with a booth at Earth Day, film screenings, and through social media. The commission has found that its efforts are most effective when taken directly to citizens, but it requires a member with the education, training, and experience in educating others about these matters to be truly successful. These specific certifications ensure that a citizens meets these specific qualifications and has the reach back to community partners to ensure successful collaboration. By having a seat designated specifically for a citizen with one of these certifications, the commission can ensure that education efforts will meet the highest standard.

It is with much thought and consideration that the Beautification Commission asks you to add these requirements to the City Code. The commission recognizes that every citizen-at-large member brings valuable contributions to the commission and that the commission as a whole benefits from the diversity of experience these members bring. However, the commission has determined that the qualifications it is requesting are so crucial to always have represented that the commission would rather the seats stay vacant while it recruits qualified citizens to fill these specific roles than fill them with other citizen-at-large members.

Respectfully,

Denise L. Tennant

Chair, Beautification Commission

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APPENDIX F. ADVISORY GROUP ANNUAL ATTENDANCE REPORT TEMPLATE

CITY OF ALEXANDRIA **ALEXANDRIA BEAUTIFICATION COMMISSION MEETING ATTENDANCE REPORT**

JULY 1, 2017 THROUGH JUNE 30, 2018

CHAIRPERSON: Denise L. Tennant

MEMBER'S NAME	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Seth Bishop	X		11			1.7		SAUL SELECT		7 1		7.1
Kathryn Chiasson	1.1	8 1	111		1.54		X	X	X	X	X	X
Joseph Crowell		1 2 1		X	111	Х	X	X	X	X	X	X
Cathleen Curtin	X	44.	X	X	12.5 12	Χ	X	Е	Е	U	X	U
Kevin Dunne	i i	15 48	111			Χ	Х	Е	X	X	X	X
Mary Ensch	表差的	i Ia	1.00	P. C.	L To The	9.00		100	612	X	Е	X
Archer Heinzen	X	16 董事	X	X	4 45	Χ	X	U	X	Х	X	X
Nicole Hersch	Х	\$ 5.k	453	5.55			18.6	1 4 1	411			
Dana Holmstrand	X		Е	X	11 1 1	Х	X	Х	X	X	X	X
Carol Maxwell	Е	1 10	U	U	1.1	Χ	X	Х	X	X	X	Е
Christina Mazurkevich	14 4			X	10.00	Χ	X	Е	Х	X	X	X
Beth McElwain	Х		X	X		Χ	X	X	X	X	X	U
Julie Moore	X		X	Х		Е	X	X	Х	Х	X	X
Monica Murphy	Е		X	X	1151	Х	X	U	Х	Х	X	X
Anna Smith Lacey	Х	1 1 3	X	Е	1151	U	U	X	E	Х	Е	Х
Mellenie Runion		I Davids					141	X	X	X	X	Е
Renata Stuebner	X		X	Е		2.0				1 1 1		
Denise Tennant	X		X	X		Х	X	X	Х	X	Е	X
Erich Veitenheimer, III	X		Х	Х		Х	Х	X	Х	X	X	X
Benjamin Verdi	Х		Е	1. 7	1,16,8,0				6.5			f f

INDICATE: X - FOR PRESENT E - FOR EXCUSED U - FOR UNEXCUSED

LIST OF THOSE WHO DID NOT ATTEND 75% OF MEETINGS:

• N/A

FORM MUST BE SIGNED BY CHAIRPERSON

(APPROVED) Lewis Lewis (Chairperson)

City of Alexandria, Virginia

MEMORANDUM

DATE:

AUGUST 31, 2018

TO:

GLORIA SITTON, CITY CLERK

OFFICE OF THE CITY CLERK AND CLERK OF COUNCIL

THRU:

KARL W. MORITZ, DIRECTOR

DEPARTMENT OF PLANNING & ZONING

FROM:

MS. CHRISTINA KELLEY, CHAIR

OLD & HISTORIC ALEXANDRIA DISTRICT (OHAD)

BOARD OF ARCHITECTURAL REVIEW

SUBJECT:

FISCAL YEAR 2018 ANNUAL REPORT OF THE OHAD BAR

I am pleased to present this Annual Report for the Old and Historic Alexandria District Board of Architectural Review (OHAD BAR) for Fiscal Year 2018 (FY 2018), extending from July 1, 2017 to June 30, 2018, as required by City Code section 2-4-7(i)(1). The attached record of attendance shows all members attended more than 75% of the meetings, or had an excused absence in advance, as required.

BAR-OHAD Officers

The membership of the OHAD BAR remained the same in FY 2018 and on December 6, 2017, Ms. Christina Kelley was unanimously elected to a second term as Chair and Ms. Christine Roberts was elected to a second term as Vice-Chair.

BAR Regulatory Activities

The level of activity by the OHAD BAR during the FY 2018 increased significantly over the previous year. Cases heard by the BAR at public hearing rose from 99 in FY 2017 to 157 in FY 2018, an increase of 37%. Administrative approvals rose from 243 in FY 2017 to 287 in FY 2018, an increase of 16%. Efforts of the BARs to streamline the process continue. Of the total 444 cases in FY 2018, 65% were approved administratively, reducing the time and expense for applicants and the length of time required for public hearings.

Examples of OHAD BAR public hearing cases are highlighted below:

(1) Examples of BAR Concept Reviews:

114 South Washington Street BAR 2018-00146

The OHAD BAR conceptually endorsed the construction of a new building in the location of an existing parking garage that will be part of a hotel with the existing adjacent building (the former George Mason Hotel building at 699 Prince Street).

1101 North Washington Street

BAR 2017-00345

The OHAD BAR informally endorsed a concept design scheme for 19 townhousestyle condominiums.

221 King Street

BAR2018-000025

The OHAD BAR endorsed the Alexandria Visitors Center, Ramsay House Garden concept design.

Waterfront Park Pavilions

BAR2017-00399

The OHAD BAR reviewed concept design schemes for the proposed pavilions to be constructed in the waterfront parks to assist with flood mitigation and provide services. The BAR did not endorse the design but provided significant feedback for the applicant and recommended a restudy.

(2) Examples of BAR Certificates of Appropriateness/Permits to Demolish:

1321 Duke Street

BAR 2018-00061/62

The OHAD BAR approved the partial demolition of the first-floor façade to convert an existing parking garage level into office space and a series of major alterations (including replacement windows, doors, canopy and signage) for the office building at 1321 Due Street.

Fitzgerald Square Interim Park

BAR 2017-00229

The OHAD BAR approved a series of improvements for the Interim Fitzgerald Square Park including lighting, seat walls, park furniture and a shade canopy.

115 South Washington Street

BAR 2018-00016/17

The OHAD BAR approved partial demolition and storefront alterations to convert this building, originally constructed as an education building for the adjacent Methodist church, to a retail space.

312 South Washington Street

BAR 2018-00051/52

The OHAD BAR approved partial demolition and alterations to convert this commercial office building to residential units with redesigned retail spaces on the first floor.

400 North Washington Street

BAR 2018-00082/83

The OHAD BAR approved the construction of a new senior living facility.

King Street Storefronts

The OHAD BAR approved applications for storefront alterations or reconfigurations at five buildings on King Street. The alterations typically included a redesign of the existing storefront and occurred at the following properties:

116 King Street (BAR 1018-00271) 417 King Street (BAR 2018-00156/2017-00435) 805 King Street (BAR 2018-00009/10) 817A King Street (BAR 2018-00241) 1006 King Street (BAR 2017-00476) 1100 King Street (BAR 2017-00190)

(3) BAR Appeals to City Council:

402 South Pitt Street

BAR 2017-0028

City Council affirmed the decision of the BAR made on September 6, 2017, to deny the request for after-the-fact approval of painting unpainted masonry, finding that the painting of unpainted masonry is inappropriate and inconsistent with the standards for a Certificate of Appropriateness.

205 North Columbus Street

BAR 2017-00289

City Council affirmed the decision of the BAR to approve a Certificate of Appropriateness and waiver of the six-foot height limitation to allow an eight-foot fence to be constructed in a rear side yard.

420 South Lee Street

BAR 2016-00160

City Council affirmed the decision the BAR made on December 20, 2017 to approve the request for a fence and pedestrian gate but with conditions, including that it not be wider than six feet.

Work Sessions/Other Business Topical Areas

The OHAD BAR discussed various topics of interest in Work Sessions or under Other Business in FY 2018. As part of this, the BAR also updated many policies. Here is an overview:

- September 20, 2017:
 - Informal Work Session on Technology Training (Assigned iPads for BAR Docket Review)
 - o Design Guidelines Update
- October 18, 2017:
 - Old Town North Small Area Plan Update

- November 1, 2017:
 - Overview of Archaeological Protection Code
 - o Design Guidelines and Policy Update (Awnings)
- December 6, 2017:
 - Alley Survey Presentation by Mike Commisso, Chair Alexandria Historical Restoration & Preservation Commission
- December 20, and January 3, 2017:
 - Design Guidelines Subcommittee Updates
- January 17, 2018:
 - o Revised Window Policy Update
- February 7, 2018:
 - o Informal Work Session on OHAD Policy for Administrative Approvals
- February 21, 2018:
 - Work Session on OHAD Policy for Administrative Approvals, continued
 - o Route 1 South Housing Affordability Strategy Presentation
- March 7, 2018 and May 2, 2018:
 - o Update on Route 1 South Housing Affordability Strategy Charrette
- April 4, 2018:
 - Adoption of revisions to Window Policy in OHAD Policy for Administrative Approvals
 - o Adoption of gas meter policy
- May 2, 2018:
 - Staff presentation and Work Session on 20th-century Buildings on Washington Street
- May 16, 2018:
 - Adoption of revisions to the Shed and Sign policies for administrative approval and presentation of the draft Masonry Guidelines

Training

The OHAD BAR received iPads in FY 2018 to reduce costs and production time for BAR dockets and to facilitate members' review of docket items in a more efficient manner. Members were trained on the use of the iPads and will enter their second season with this resource during FY 2019. Many of the Work Sessions described above provided BAR members with continuing education related to their roles on the BAR.

Outreach

A primary community outreach for both Boards of Architectural Review was joint programming with the Office of Historic Alexandria this past year in May, National Preservation Month. Activities included tours, a preservation happy hour and tour of the Murray-Dick-Fawcett house, and lectures and a hands-on masonry repair workshop with local restoration masons.

As part of the Section 106 Memorandum of Agreement related to the demolition of the Ramsey Homes, the applicant was required to allow staff to further document the buildings prior to demolition and to offer "Deconstruction Tours" to the community to better understand the unique concrete panel construction technology of these innovative

buildings. Tours and an informal presentation were offered to the community on two days in February 2018.

Another major community outreach effort in FY 2018 was the City's second two-day Contemporary Architectural Forum on June 8 and 9 to which both Boards of Architectural Review were invited, others from architectural and historic organizations, the development community and the general public. Friday night included a reception and a program at the Patent and Trade Office and Saturday included bus tours to explore recently constructed projects in different areas of the City.

Two Out of the Attic newspaper articles were written by BAR staff about the care of masonry. Additionally, this past year, efforts continued to increase awareness of the Historic District requirements through annual spring mailings to all property owners. Staff continued to make regular presentations to local real estate offices to explain the BAR review process.

Review of National Register Nominations and Section 106 Reviews

As a Certified Local Government, the OHAD BAR has the opportunity to review and comment on all proposed National Register listings in Alexandria. The BAR reviewed the draft nomination for Oakwood Cemetery. The BAR also contemplated, but deferred action, to initiate a study for the listing of 413 Prince Street as a National Historic Landmark.

BAR staff has reviewed approximately 20 requests for determinations of potential adverse effect under Section 106 of the National Historic Preservation Act for projects throughout the City ranging from proposed cell antennas on existing buildings or new utility poles and from the Torpedo Factory and Virginia Theological Seminary to reviews of changes in the right-of-way required by the DC to Richmond high speed rail project (DC2RVA).

Goals for the Coming Year

In the next year, the case load for the District is anticipated to remain consistent with the last year. Efforts for BAR member training and continued public outreach will continue to be high priorities. The BAR will also focus on reviewing and approving updated design guidelines, consistent with recently adopted policies, and create new guidelines for Public Parks and Infrastructure in the Right-of-Way, Masonry, Graffiti removal and Storefronts. Several large development projects in the pipeline will require Certificates of Appropriateness in the next year, including the Potomac Yard Metro Station.

At the request of City Council in April 2018, a study was initiated to consolidate the two Boards of Architectural Review into a single Alexandria BAR that would oversee the two separate historic districts. The OHAD BAR has provided feedback and generally finds that the concept of the proposed consolidation into a single BAR has merit.

Membership

The OHAD BAR membership and attendance sheet is included in the immediate Attachment.

CITY OF ALEXANDRIA BOARDS AND COMMISSIONS MEETING ATTENDANCE REPORT

JULY 1, 2017 THROUGH JUNE 30, 2018

COMMISSION: Board of Architectural Review, Old and Historic Alexandria District

CHAIRPERSON: Chair Christina Kelley

					201	7					2018										
MEMBER'S	Ju	ıÌ	s	ер	О	ct	N	ov	D	ec	J	an	I	eb	Mar	A	pr	М	lay	Jı	ın
NAME	5	19	6	20	4	18	1	15	6	20	3	17	7	21	7	4	18	2	16	6	20
Christina Kelley	х	х	х	х	х	х	x	х	х	х	x	Е	x	х	х	х	х	x	X	X	х
Robert Adams	х	х	х	Х	х	х	Х	х	X	X	х	х	Е	Х	Х	х	Х	х	х	Х	х
Margaret Miller	х	Е	х	х	х	x	x	x	x	x	E	x	x	х	х	х	x	E	х	X	x
Slade Elkins	х	Х	х	Х	х	х	х	Х	Х	Е	х	х	X	Х	Х	х	х	Х	E	Е	х
John Sprinkle	х	х	х	Х	х	х	х	X	х	Е	х	Х	X	х	х	х	х	Х	х	Е	х
John Goebel	х	х	х	Х	х	х	х	Х	х	х	х	Х	Х	Х	Х	Х	х	Х	х	X	Х
Christine Roberts	х	Е	х	х	х	х	х	х	х	х	x	х	Е	х	х	Е	х	x	х	Е	х

One meeting on March 21 was cancelled.

INDICATE: X - FOR PRESENT E - FOR EXCUSED U - FOR UNEXCUSED

Note: The March 21, 2018 BAR hearing was cancelled due to inclement weather.

LIST OF THOSE WHO DID NOT ATTEND 75% OF MEETINGS:

** All absences were ex	cused and there	tore not count	tea per Section 2	$\frac{1-4-}{(1)(2)}$ of the C	ity of Alexandria?
Charter and Code.					
APPROVED:					

Christina Kelley, Chair

City of Alexandria, Virginia

MEMORANDUM

DATE:

AUGUST 31, 2018

TO:

GLORIA SITTON, CITY CLERK

OFFICE OF THE CITY CLERK AND CLERK OF COUNCIL

THRU:

KARL W. MORITZ, DIRECTOR

DEPARTMENT OF PLANNING & ZONING

FROM:

PURVI IRWIN, CHAIR

PARKER-GRAY DISTRICT

BOARD OF ARCHITECTURAL REVIEW

SUBJECT:

FY 2018 ANNUAL REPORT OF THE PARKER-GRAY DISTRICT

BOARD OF ARCHITECTURAL REVIEW

I am pleased to present this Annual Report for the Parker-Gray District Board of Architectural Review (PG BAR) for Fiscal Year 2018, extending from July 1, 2017 to June 30, 2018, as required by City Code Section 2-4-7(i)(1). The attached record of membership and attendance shows that all members attended more than 75% of the meetings, or had an excused absence in advance, as required.

PG BAR Officers

There were no changes in the membership of the PG-BAR for FY 2018. However, with election of officers in July 2017, Ms. Purvi Irwin became Chair and Mr. James Spencer became Vice Chair by a unanimous vote of the Board.

BAR Regulatory Activities

The level of activity in the PG-BAR District during FY 2018 showed 35 public hearing cases, similar to the number of FY 2017 public hearing cases. Two PG BAR meetings were cancelled in FY 2018 due to a lack of cases, up from FY 2017 when only one meeting was cancelled. In addition to the 35 public hearing cases, 35 cases (50%) were approved in FY 2018 by staff through the administrative process. This is a decrease of 9 cases from FY 2017 when 44 administrative cases were approved by staff. Eligible applicants are taking advantage of the administrative review process, recognizing that changes and amended design guidelines adopted by the PG-BAR in 2012 have substantially reduced the time and cost for most minor alterations, while maintaining all the original historic materials on street-facing elevations. Additionally, a number of minor alterations that previously required BAR approval, such as changes below the level of the second floor in the rear yard, now no longer require BAR review.

The following pages contain examples of approvals and denials by the PG-BAR in FY 2018.

Examples of Approved BAR Cases for Certificates of Appropriateness and Permits to Demolish:

601 & 603 North Alfred Street

BAR 2017-00211/12/13

The Parker-Gray District BAR approved demolition of a Later (post-1932) one-story detached Ranch Style house at 603 North Alfred Street and the construction of two new semi-detached Art Deco style townhouses on the two existing parcels.

699 North Patrick Street

BAR 2016-00406

The Parker-Gray District BAR approved updated details and materials related to the new four-story multifamily building on the site of the Ramsey Homes for the Alexandria Redevelopment and Housing Authority. The updates included final approval of materials, signage and design details for construction of the new building.

204-206 North Patrick Street

BAR 2017-00483/84/85/86

The Parker-Gray District BAR approved an application to make major alterations to the two Early, mid-19th century, semi-detached townhouses at 204 and 206 North Patrick Street that were in extremely poor condition. The BAR approved replacement of the brick foundation and elevation of the building by 1'- 4" to recreate the original first floor relationship with the sidewalk. Other alterations included replacement of siding, doors, windows, roofing, gutters, and framing with both restored original and modern materials.

424 North Henry Street

BAR 2017-00376

The Parker-Gray District BAR denied a request to paint the unpainted masonry of 424 North Henry Street. The BAR noted that the townhouse was one of eleven townhouses in a row and would have been the only one painted, thus disrupting the visual appearance of this larger collection of Later period (1939) red brick rowhouses that shared a common design approach. The BAR also noted that painting a building not originally intended to be painted can trap moisture in the wall and accelerate deterioration.

323 North Henry Street

BAR 2018-00045/46

The Parker-Gray District BAR approved an after-the-fact permit to demolish historic siding and other alterations at the Early, mid-19th century, townhouse at 323 North Henry Street, with conditions. The applicant agreed to all conditions, including replacement of inappropriate new replacement siding and inappropriate new windows and shutters.

(2) Denied Cases involving After-the-Fact Requests Related to Historic Siding:

1109 Queen Street

BAR 2017-00332 & 306

The Parker-Gray District BAR denied a request for after-the-fact approval of demolition of existing historic siding and the installation of new siding with a different design at the Early, mid-19th century, townhouse at 1109 Queen Street. The historic siding was previously determined by staff in the field to be in good condition and reasonably salvageable and repairable. Because of this finding, and in addition to the fines proscribed in the Zoning Ordinance for performing work without BAR approval or building permits, the BAR also required the applicant to install siding made from reclaimed old-growth wood, matching the design and profile of the demolished siding, within six months. The Board noted that the policies and guidelines in the historic district should be uniformly applied and upheld.

420 North Payne Street

BAR 2017-00380/81

The Parker-Gray District BAR denied a request for after-the-fact approval of the capsulation of historic siding and installation of replacement synthetic siding with a different design at the Early, late 19th century, townhouse at 420 North Payne Street. The BAR required the applicant to remove the inappropriate siding within two years, or when the house is listed for sale or seeks any building permit for major alterations, whichever occurs first, and to either restore the historic siding if feasible, as determined by staff in the field, or replace siding with wood or composite siding to match the historic siding profile.

Policy/Administrative Changes

(1) Administrative Approval Policies

The Parker-Gray District BAR reviewed and updated the new and replacement window performance specifications policy, the policy related to the administrative approval of signs and the shed policy. In response to an effort by Washington Gas to relocate several hundred gas meters onto street-facing façades in both historic districts, the BAR also adopted a policy related to the administrative approval of relocated gas meters.

(2) Design Guidelines

The Parker-Gray District BAR continues to update design guidelines for the Parker-Gray District that more clearly reflect the Residential Reference Guide adopted in 2012. In FY 2018, the BAR reviewed masonry design guidelines but focused less on design guidelines than policy updates. The BAR plans to refocus efforts to update the design guidelines in FY 2019.

Training

There were no new BAR members in FY '18, so there was no Legal Procedures and Processes work session by the City Attorney's Office this year.

Chair Purvi Irwin attended Preservation Month activities and the Ramsey Homes Deconstruction Tour and Section 106 meetings.

BAR member Theresa del Ninno participated in the keynote panel discussion at the City's 2018 Contemporary Architecture Symposium.

Outreach

A primary community outreach for both Boards of Architectural Review was joint programming with the Office of Historic Alexandria celebrating National Preservation Month this past year in May. Activities included tours, a preservation happy hour and tour of the Murray-Dick-Fawcett house, lectures and a masonry paint removal workshop with local restoration masons, design professionals and industry experts.

As part of the Section 106 Memorandum of Agreement related to the demolition of the Ramsey Homes, the applicant was required to allow for staff to further document the buildings prior to demolition and to offer "Deconstruction Tours" to the community to better understand the unique concrete panel construction technology of these innovative buildings. Tours and an informal presentation were offered to the community on two days in February 2018.

Another major community outreach effort in FY 2018 was the City's second two-day Architecture Forum on June 8 and 9 to which both Boards of Architectural Review were invited, others from architectural and historic organizations, the development community and the general public. Friday night included a reception and a program at the Patent and Trade Office and Saturday included bus tours to explore recently constructed projects in different areas of the City.

Additionally, this past year, efforts continued to increase awareness of the Historic District requirements through annual spring mailings to all property owners. Moreover, staff continued to make regular presentations to local real estate offices to explain the BAR review process.

Goals for the Coming Year

In the next year, the case load for the District is anticipated to remain consistent with the last year. Efforts for BAR member training and continued public outreach will continue to be high priorities. The BAR will also focus on reviewing and approving updated design guidelines, consistent with recently adopted policies.

At the request of City Council in April 2018, staff initiated a study to consolidate the two Boards of Architectural Review into a single Alexandria Board of Architectural Review that would oversee the two separate historic districts. The Parker-Gray District BAR is attending community outreach meetings, is providing feedback and generally supports the proposed consolidation into a single BAR.

ATTACHMENT

CITY OF ALEXANDRIA BOARDS AND COMMISSIONS MEETINGS ATTENDANCE REPORT

JULY 1, 2017 THROUGH JUNE 30, 2018

COMMISSION:

Board of Architectural Review, Parker-Gray District

CHAIRPERSON: Purvi

Purvi Irwin

MEMBER			2017	2018					
NAMES	Jul 26	Sept 27	Oct 25	Nov 29	Dec 13	Jan 24	Feb 28	Apr 25	May 23
Theresa del Ninno	X	X	X	X	X	X	X	Е	X
Purvi Irwin	X	X	X	X	X	X	X	X	X
James Spencer	X	X	X	X	X	X	X	Е	X
Bill Conkey	X	X	X	X	X	Е	X	X	X
Matthew Slowik	X	X	Е	X	X	X	X	Х	Х
Aaron Karty	X	Е	Х	X	X	Е	X	X	X
Robert Duffy	X	X	X	Е	X	Е	Е	Х	Х

^{*} March 28, 2018 and June 27, 2018 hearings were cancelled due to lack of cases.

INDICATE: X - FOR PRESENT E - FOR EXCUSED U - FOR UNEXCUSED

LIST OF THOSE WHO DID NOT ATTEND 75% OF MEETINGS:

• The absences of Mr. Duffy and Mr. Karty were excused absences and therefore not counted per Section 2-4-7(i)(2) of the City of Alexandria's Charter and Code.

(FORM MUST BE SIGNED BY CHAIRPERSON)

APPROVED:_

Purvi Irwin, Chair

City of Alexandria, Virginia

MEMORANDUM

DATE:

AUGUST 31, 2018

TO:

GLORIA SITTON, CITY CLERK

OFFICE OF THE CITY CLERK AND CLERK OF COUNCIL

FROM:

LAURENCE ALTENBURG, CHAIR

BOARD OF ZONING APPEALS

SUBJECT:

FY 2018 BOARD OF ZONING APPEALS ANNUAL REPORT

I am pleased to present this Annual Report for the Board of Zoning Appeals for Fiscal Year 2018, as required by City Code section 2-4-7(i)(1). An attendance form is also attached. Board of Zoning Appeals members who missed hearings had excused absences.

The Board of Zoning Appeals is appointed by City Council, and performs duties as specified under Section 15 of the State Code and Chapter 9 of the City Charter and Article 11 of the City's Zoning Ordinance. The Board is charged with hearing and deciding Variances, Special Exceptions, and Appeals of Determinations by the Director of the Department of Planning and Zoning.

Summary of Board Activities for Fiscal Year 2018, July 2017 - June 2018

FY 2018		FY 2017	
Variance Cases	7	Variance Cases	2
Special Exception Cases	13	Special Exception Cases	17
Appeals and Finding of Facts	0	Appeals and Finding of Facts	0
Total Cases	20	Total Cases	19

FY 2017 provided for comparison

The Board considered a total of 20 applications for Special Exceptions and Variances in Fiscal Year 2018. Three cases were deferred and subsequently denied by the Board. Fourteen cases were approved, five were denied and one was withdrawn by the applicant. The total number of cases decided by the Board increased by 5.25 percent from FY 2017 to FY 2018. The Board heard fewer Special Exception cases in FY 2018. While Special Exception cases have decreased by 4, Variance cases have risen from 2 to 7 cases.

The following case studies from FY 2018 illustrate various complex issues that the Board of Zoning Appeals addressed regarding the application of the infill regulations pertaining to the required front setback for new dwellings.

Case Study: BZA #2017-0036 and BZA #2017-0038 - 1208 & 1210 Trinity Drive

The BZA approved two variance requests from the required front setback for two new dwellings at 1208 and 1210 Trinity Drive. The property owner demolished an existing dwelling that was constructed across a lot line between two complying lots of record. The subject properties were unlike others along Trinity Drive in that they both had uniquely curved front lot lines. Further, a large portion of their front yards were taken up by the root system of a large willow oak tree.

Zoning ordinance section 7-2503(A) requires new dwellings to provide front setbacks that conform with the average front setback of dwellings within the same block face. The intent of this provision is to site new dwellings in line with existing dwellings to increase compatibility with the developed block face. In theory, siting a new dwelling at the average front setback allows for a more uniform-looking block face.

Unlike all other required yards in the zoning ordinance, section 7-2503(A) sets an absolute number for a new dwelling rather than a minimum. In this case, the BZA found that strict application of this regulation created an unreasonable restriction on the utilization of each property as a single-family dwelling and that granting the variance would alleviate a hardship. Due to the unique shape of the front lot line and the location of the willow oak tree, strict application of section 7-2503(A) unreasonably restricts the utilization of the properties because they could not be developed with single-family dwellings without also requiring the removal of the willow oak tree. Granting the variance alleviates the hardship of removing the tree which is created by the uniquely shaped front lot lines and location of the tree in the required front yards.

Despite the deviation from the required front setback, the new dwellings would maintain the appearance of a uniform block face because of the curved front lot lines. Although these properties had unique characteristics that allowed variance approval, strict application of section 7-2503(A) could lead to construction that is contrary to its intent.

Membership and Attendance

In July 2017, City Council appointed Walter Marlowe to the Board of Zoning Appeals to replace Sean Kumar. Also in January 2018, the Board reappointed Laurence Altenburg as Chair, Mark Yoo as Vice Chair, and Lee Perna as Board Secretary. The Board held ten meetings this year. November 2017 meeting was cancelled due to lack of cases. All absences were excused by the Chair.

ATTACHMENT

APPROVED:

CITY OF ALEXANDRIA BOARDS AND COMMISSIONS MEETING ATTENDANCE REPORT

JULY 1, 2017 THROUGH JUNE 30, 2018

COMMISSION: Board of Zoning Appeals (BZA)

CHAIRPERSON: Laurence Altenburg

Doord Mamban			20	17			2018					
Board Member	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Laurence Altenburg, Chair	X	-	X	Е	-	X	X	X	X	X	Е	X
Jonathan Buono	X	-	X	Е	_	X	X	X	X	X	X	X
Walter Marlowe	X	-	X	X	-	X	Е	X	X	X	X	X
Lee Perna, Secretary	Е	-	X	X	-	X	X	X	X	X	X	X
Daniel Poretz	X	-	X	X	-	X	X	E	X	X	E	X
Timothy Ramsey	X	_	X	Е	-	X	X	Е	X	X	X	X
Mark Yoo, Vice Chair	X	-	X	X	-	Е	X	X	X	X	X	X

INDICATE: X - FOR PRESENT E - FOR EXCUSED U - FOR UNEXCUSED

LIST OF THOSE WHO DID NOT ATTEND 75% OF MEETINGS:

N/A**	
** All absences were excused and therefore not counted per Section 2-4-7(i)(2) of the City of Charter and Code.	Alexandria's

Laurence Altenburg, Chairman

Budget and Fiscal Affairs Advisory Committee Annual Report July 2017 – June 2018

The mission of the Budget and Fiscal Affairs Advisory Committee is to advise and support the City Council by:

- 1) examining the City's budget procedures and processes and recommending ways of improving those processes, including participation by the public;
- forecasting future revenue and expenditure requirements and the effect on the several taxes and fees levied by the City and burden of taxation imposed on Alexandria citizens and business organizations; and
- 3) evaluating the comparative tax, revenue and expenditure levels in Alexandria with those in neighboring jurisdictions and the effect of such differences on the ability of Alexandria to attract new residents and economic development.

Within these guidelines, the Budget and Fiscal Affairs Advisory Committee membership completed the following activities during its 2017/18 year.

Budget and Fiscal Affairs Advisory Committee Policy and Membership Accomplishments/Activities

- During the July 2017 June 2018 session, BFAAC met eleven times. Membership of the committee was stable and quorum was met at each of these meetings.¹
- During the July 2017 June 2018 session, BFAAC produced the following reports for City Council:
 - o BFAAC FY 2019 Workplan
 - o Memo #1: Joint BFAAC-BAC Memo on Budget Process and Cooperation
 - o Memo #2: Recommendations for FY 2019 Council Budget Guidance
 - Memo #3: BFAAC Initial Report on Ad-Hoc Joint City/School Facilities Investment Task Force Recommendations
 - o Memo #4: BFAAC Response to the 10-Year Budget History Report
 - Memo #5: BFAAC Report on the Proposed FY 2019 Budget
- Additionally, BFAAC publicly presented to City Council at the Fall City Council Retreat (November 4, 2017), the Budget Public Hearing (March 12, 2018), and during the BFAAC Budget Worksession (April 18, 2018).

Membership

The committee members as of June 30, 2018 are:

- David Baker Councilman Chapman's representative
- Martin Frost Mayor Silberberg's representative
- Margaret Gullen Councilman Bailey's representative
- Benjamin Klein Chair, Councilman Smedberg's representative
- H. Skip Maginniss Chamber of Commerce representative
- Kirk McPike Councilmember Lovain's representative
- Erika Miller Vice Mayor Wilson's representative
- Jesse O'Connell Secretary, Member-at-large
- Leonard Rubenstein Member-at-large
- Robert Shea Chamber of Commerce representative
- Kathy Stenzel Vice Chair, Alexandria School Board representative
- Joe Valenti Member-at-large
- Michael Wenk Councilwoman Pepper's representative

Arthur Wicks, Office of Management & Budget, acted as the staff liaison to BFAAC during the course of the 2018/2019 year.

Leadership

Officers for the year were elected at the October 2017 meeting: Ben Klein served as Chair, Kathy Stenzel as Vice-Chair, and Jesse O'Connell was elected as Secretary.

Attachments

- 1. BFAAC FY 2019 Workplan
- 2. Memo #1: Joint BFAAC-BAC Memo on Budget Process and Cooperation
- 3. Memo #2: Recommendations for FY 2019 Council Budget Guidance
- 4. Memo #3: BFAAC Initial Report on Ad-Hoc Joint City/School Facilities Investment Task Force Recommendations
- 5. Memo #4: BFAAC Response to the 10-Year Budget History Report
- 6. Memo #5: BFAAC Report on the Proposed FY 2019 Budget

Notes:

1. A full list of reports, meeting agendas, minutes, and additional handouts for BFAAC meetings occurring between July 2017 and June 2018 can be found here: https://www.alexandriava.gov/budget/info/default.aspx?id=103872

APPENDIX F. ADVISORY GROUP ANNUAL ATTENDANCE REPORT TEMPLATE

CITY OF ALEXANDRIA Budget and Fiscal Affairs Advisory Committee MEETING ATTENDANCE REPORT

IULY 1, 2017 THROUGH JUNE 30, 2018

CHAIRPERSON: Benjamin Klein

MEMBER'S NAME	9/18/2017	10/10/2017	11/13/2017	12/19/2017	1/16/2018	2/7/2018	2/27/2018	3/20/2018	4/9/2018	4/18/2018	5/15/2018
David Baker	X	X	Е	X	E	X	X	X	Е	X	Ε .
Martin Frost	X	X	X	E	E	E	X	X	Е	X	X
Margaret Gullen	E	X	X	X	X	X	X	X	X	X	Е
Benjamin Klein	X	X	X	X	X	X	X	X	X	X	X
Kirk McPike				X	X	X	E	E	E	X	X
Ericka Miller						X	E	X	U	X	X
H. Skip Maginniss	X	X	X	X	E	X	X	X	X	X	X
Jesse O'Connell	X	X	X	X	X	Е	X	Е	X	E	X
Leonard Rubenstein	Е	X	X	X	X	X	X	X	X	X	E
Robert Shea	X	Е	X	X	X	X	Е	X	X	X	E
Kathy Stenzel	X	X	X	X	Е	X	X	X	X	Е	X
Clarence Tong	Е	X									
Joe Valenti	X	X	X	X	X	X	X	X	X	X	X
Michael Wenk	Е	Е	X	E	Е	X	E	E	X	X	X

INDICATE: X - FOR PRESENT

E – FOR EXCUSED

U - FOR UNEXCUSED

LIST OF THOSE WHO DID NOT ATTEND 75% OF MEETINGS:

• N/A

FORM MUST BE SIGNED BY CHAIRPERSON

(APPROVED) (Chairperson)

City of Alexandria, Virginia

MEMORANDUM

DATE:

SEPTEMBER 29, 2017

TO:

THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

THE HONORABLE SCHOOL BOARD CHAIR AND MEMBERS OF

THE SCHOOL BOARD

FROM:

BUDGET AND FISCAL AFFAIRS ADVISORY COMMITTEE

BUDGET ADVISORY COMMITTEE

SUBJECT: OPINIONS ON BUDGET PROCESS AND GENERAL COOPERATION

On August 2, representatives from the Council's Budget and Fiscal Affairs Advisory Committee (BFAAC) and the School Board's Budget Advisory Committee (BAC) met to discuss respective approaches to preparing annual budgets and long-term capital planning. Committee members were joined by members of both budget staffs. As the Ad Hoc Joint City-Schools Facility Investment Task Force (Task Force) prepares its recommendations to be considered by the School Board and Council, our Committees want to call attention to the following observations and recommendations.

1. We commend the City and School budget staffs for working together to better align the City and schools budget process and calendar. The recent trend toward generating an ACPS approved budget before the City Manager presents a budget is positive, especially the Capital Improvement Plan (CIP). While ideally both the operating budget and CIP would be approved by the School Board when the City proposes in February, we recognize restrictions on the school timeline based on availability of enrollment figures and other relevant data. For the upcoming cycle, ACPS will delay its CIP proposal one month to November in consideration of the Task Force schedule, but projects School Board approval on January 11, 2018, which is still before The City Manager's expected budget release date around February 20. BFAAC and BAC recognize the expedience of working in tandem with the Task Force this year.

- 2. City budget staff should share with ACPS budget staff the same technical guidance it shares with other City departments in September, at the beginning of the budget process. It is understood that while this guidance will not be prescriptive, it will enlighten the process for ACPS. Similarly, any opportunities to work together on long term projections should be exercised. This includes anything that impacts population, development, and land use. The spirit of openness and cooperation should apply throughout the year and across departments, so that our systems reflect the reality that our schools are part of our City.
- 3. BFAAC and BAC support the concept of evaluating all City and school capital projects together, from a common set of criteria, with the goal of prioritizing spending and synchronizing projects and timelines. Similarly, we support the Task Force's propriety to maximize space utilization and colocation where sensible and feasible. This applies to existing space as well as new construction.
- 4. **BFAAC** and **BAC** support the concept of shared maintenance and resources. Preserving our capital investments requires careful maintenance schedules and fluidity to meet unexpected needs neither of which should not be limited by any "department's" ability. We also recognize that City and ACPS both possess valuable resources (e.g., vehicles and other equipment) and expertise (e.g., interpretation or programming skills) and encourage cross-utilization.
- 5. Finally, we encourage Council and ACPS to support a recommendation BFAAC made in its April 28, 2017 memo that Council and School Board jointly develop a long-term plan to ensure the work of the Task Force is carried forward. We also support the BFAAC recommendation that the Task Force reconvene after one year to evaluate outcomes.

BFAAC and BAC are committed to working together to maximize financial resources and talent across our City. We would welcome the opportunity to discuss these recommendations with Council and ACPS leadership.

City of Alexandria, Virginia

MEMORANDUM

DATE:

NOVEMBER 1, 2017

TO:

THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

BUDGET AND FISCAL AFFAIRS ADVISORY COMMITTEE (BFAAC)

SUBJECT:

MEMO #2 – RECOMMENDATIONS FOR FY 2019 BUDGET GUIDANCE

As Council develops its budget guidance for FY 2019, below please find observations and recommendations from BFAAC.

- Focusing on Larger Policy Goals BFAAC reiterates its recommendation that guidance focus on achieving policy outcomes, rather than giving the City Manager specific instructions. BFAAC recommends, per our FY 2018 budget guidance memo, Council avoid giving specific instructions in areas such as: employee compensation, school division transfers, tax rates, number of full-time equivalents in specific departments, etc. and allow the City Manager to present Council a variety of options to meet strategic objectives identified in its guidance. BFAAC continues to recommend the development of outcome-based guidance supporting the Strategic Plan for FY 2019.
- Setting a Five-Year Revenue Target BFAAC reiterates our recommendation for Council to set a five-year revenue goal and direct staff to develop an actionable plan with strategies to grow and diversify the City's revenue base.
- Examining the Budget Timeline BFAAC encourages Council, as part of this guidance or in the future, to ask staff to reexamine the current budget development timeline, taking into account recent changes as well as any recommendations made by the Ad Hoc Joint City-Schools Investment Task Force. BFAAC specifically urges Council to consider separating the consideration of the CIP, which represents long-term needs, from the operating budget, which represents annual needs. For example, Council could set the CIP budget in the fall and the operating budget in the spring. This approach may allow Council to spend more time on each area and would help ensure the short-term operating needs do not overwhelm the discussion about long-term capital needs. BFAAC also encourages Council to look at the overall budget timeline to allow for more deliberation, particularly at the start of the process. As Council considers changes to the budget timeline, the impact on staff resources, opportunities for public input, and opportunities to synchronize with the ACPS budget timeline should be evaluated.

• Consider Cumulative Impact of Budget Cuts – BFAAC encourages Council to direct the City Manager to take into account the cumulative and comparative impact of service changes since the great recession as the Manager evaluates priorities for FY 2019 against the strategic plan.

City of Alexandria, Virginia

MEMORANDUM

DATE:

JANUARY 3, 2018

TO:

THE HONORABLE MAYOR AND MEMBERS OF THE CITY

COUNCIL

FROM:

BUDGET AND FISCAL AFFAIRS ADVISORY COMMITTEE

(BFAAC)

SUBJECT:

AD HOC JOINT CITY-SCHOOLS INVESTMENT TASK FORCE

INITIAL REPORT

BFAAC appreciates this opportunity to offer comments on the initial report of the Ad Hoc Joint City-Schools Investment Task Force (Task Force). Recognizing that additional recommendations are due in early January, comments will be brief and limited to the broader aspects of the report.

General Observations: The Task Force clearly devoted significant effort to its task, carefully researching the projects on its docket and overall operations of the City. Members should also be recognized for providing candid opinions where appropriate, but recommending further study or "political" decisions on matters determined outside their purview. City and ACPS staff and elected officials also should be commended for helping the Task Force accomplish its goals within the tight timeframe, and for being completely open to its inquiries and opinions.

Joint Facilities Capital Improvement Plan (FCIP) – BFAAC supports the concept of a joint City/Schools FCIP focused on deliverables. While leaving response to the Task Forces' proposed schedule to City and ACPS staff, BFAAC generally recommends a schedule synchronized with funding availability. While a long term FCIP is naturally a "living" plan that must accommodate uncontrollable changes in circumstances, allocations should be immune to discretionary changes to maximize certainty for project planning.

The Task Force also has noted support for separating the timelines for the operating budget and CIP, which BFAAC has recommended City and ACPS staff consider.

Best Value Approach – The Task Force emphasized an approach based on need, readiness and value to the City. This supports the City Manager's adoption of "priority based budgeting," which BFAAC believes will enhance our City's budget management.

Master Planning – BFAAC supports a formalized joint planning process that evaluates the City's growth potential and the impact of that growth on City services including schools, transportation, and health/safety.

At the same time, BFAAC supports the Task Force's recommendation to implement a Joint Master Plan identifying all current facilities and properties, so that our assets can be evaluated on their ability to support "capabilities" identified by City and ACPS. Gap analysis performed after this inventory will illuminate future priorities — whether they be items in the current CIP but not recommended by the Task Force, or other needs that become apparent. BFAAC also supports the concept of budgeting funds for property acquisition for defined future projects, which would be identified after creation of the master plan. This also provides a basis for development of a long term revenue target, which BFAAC has recommended.

Education/School Capacity – BFAAC encourages Council to work with ACPS and the School Board to address education from a city-wide perspective. The Task Force suggested that while all agree increased capacity is needed, further discussion is required to optimize delivery, particularly with regard to Pre-K and High School. Questions including centralized locations vs multiple locations/formats, and role of partners impact all City residents, not just those with school age children. Council leadership in the discussion can facilitate broad community involvement in the solution.

Alexandria's Strategic Plan sets numeric goals for increased access to Pre-K education and for increasing the on-time High School graduation rate. A strong public school system also supports other pillars of the Strategic Plan including Inclusive City, Vibrant Neighborhoods, and Strong Economy.

Ongoing Joint Planning – BFAAC supports the Task Force recommendation for a formalized joint planning process focused on capability of delivering programs or services. BFAAC restates our recommendation that the Task Force reconvene after one year to assess progress. While City and ACPS staff will be largely responsible for implementing adopted recommendations, BFAAC would also welcome the opportunity to monitor implementation and ongoing progress as a regular agenda item at our monthly meetings, and provide any feedback Council requires going forward.

BFAAC looks forward to further opinions from the Task Force on alternative funding and delivery methods; partnerships; and process improvements.

CC: Mark Jinks, City Manager

Dr. Lois Berlin, Interim Superintendent
Lynn Hampton, Ad-Hoc Joint City-Schools Facility Investment Task Force
Elliot Branch, Ad-Hoc Joint City-Schools Facility Investment Task Force
Micheline Castan-Smith, Ad-Hoc Joint City-Schools Facility Investment Task Force
Marshall Cook, Ad-Hoc Joint City-Schools Facility Investment Task Force
Dwight Dunton, Ad-Hoc Joint City-Schools Facility Investment Task Force
Amy Liu, Ad-Hoc Joint City-Schools Facility Investment Task Force
Dave Millard, Ad-Hoc Joint City-Schools Facility Investment Task Force
Eric Wagner, Ad-Hoc Joint City-Schools Facility Investment Task Force

City of Alexandria, Virginia

MEMORANDUM

DATE:

MARCH 28, 2018

TO:

THE HONORABLE MAYOR AND MEMBERS OF THE CITY

COUNCIL

FROM:

BUDGET AND FISCAL AFFAIRS ADVISORY COMMITTEE

(BFAAC)

SUBJECT:

BFAAC RESPONSE TO TEN YEAR BUDGET HISTORY FY 2009 -

FY 2018

In BFAACs report on the proposed FY 2017 budget, BFAAC recommended that Council assess the cumulative impact of service reductions since the recession started in 2008, and utilize the information to base decisions on priorities for service restorations or expansions in specific areas of need. BFAAC believed that this information can also provide useful data for the strategic planning process. In response, Council encouraged the City Manager to study and report the impact of service reductions. What follows are BFAACs comments on the report.

BFAAC appreciates the work of the City Manager and budget staff in engaging in the research needed to generate the report, a complex undertaking in any event and made more difficult because of reorganizations of departments that required considerable work to make like comparisons.

The report reveals that over this period of austerity, while revenues were flat and economic growth anemic, revenues and expenditures increased by an average of 1.9% and costs of services per resident increased by 0.95%. To achieve these results and accommodate salary increases for City staff, the City reduced its workforce by a net of 85 positions representing a reduction of 3.2% while population growth increased by 17.6%.

It is a credit to the City Manager and Council that city administration expenses were cut steeply in areas such as city management, code enforcement, and clerk of the City without any apparent impact on City's governance. BFAAC also notes that at a time of flat revenue growth, the City managed to keep up with increasing financial obligations for Metro, Dash and unmet capital needs. BFAAC notes, in particular, that both cash capital and debt service spending grew significantly during the period, enabling the City to make initial investments in the new Metro

¹ Budget Memorandum 16, April 18, 2016

station, rebuild TC Williams High School and two other schools, and build the new police headquarters.

During this period, certain departments experienced negligible cuts or modest increases. Public Safety, including police, fire, and emergency communication, received modest increases. Council's recent investment in the Church of the Resurrection affordable housing initiative compensated for past reductions, resulting in a 4.8% net gain in spending on housing.

These investments, however, necessitated cuts in other departments. There appear to have been noteworthy disparities in spending reductions among the departments and who may have been most affected by them. BFAAC recognizes that funding and position reductions do not necessarily represent a decline in services as federal or state grants may have compensated for the difference or departments may be experiencing an increase in efficiencies.

The City Manager's report identifies some, but not all service reductions, and does not address the impact of the service reductions on residents. Furthermore, though the report includes some performance data, it is difficult to discern the extent to which actual results were impacted by funding or FTE decreases. BFAAC recommends that Council further investigate what services were reduced, which residents were impacted by them, and what performance impact, if any, resulted from them.

BFAAC identifies the following areas that warrant further exploration to determine whether spending, staffing and service cuts have adversely affected people in need:

- Community and Human Services: decreased funding of 5.5% and a net loss of 22 FTE positions. The City Manager's report identifies position reductions for therapists, employment training specialists, vocational services specialists, social workers, and youth services coordinators. Service cuts include emergency day care, childcare grants, childcare assistance, subsidized preschool, early childhood training, treatment services, the companion aid program, a mentor home, and JobLink.
- **Health**: decreased funding of 12.4% and a net loss of 1 FTE. The City Manager's report identified service cuts in environmental health and prenatal care. Some of the spending reductions were absorbed by other entities.
- **Library**: deceased funding of 17.3% and a net loss of 13.4 FTE positions. Service cuts include reduced library operating hours and hours for the Talking Books program. BFAAC notes the hours of operations have recently been partially restored.
- Parks, Recreation and Cultural Activities: decreased funding of 7.9% and a net loss of 46 FTE positions. Despite contracting out services and increases in user fees, cutbacks included maintenance, mowing, horticulture, opening hours of recreation centers and additional areas.

BFAAC also notes that while Alexandria City Public Schools (ACPS) received steady general fund increases amounting to 12.4% over the period, student enrollment increased by 38%.

Recommendations:

- Council request the City Manager to investigate the extent to which reduced funding and FTE's decreased services available to citizens, with a focus on the impact of reductions on residents most in need, and continue to monitor the impact of budget reductions in services to meet the needs of Alexandria residents.
- Council request the City Manager to ensure the existence and use of consistent performance measures to better assess the impact of service reductions or increases on important needs the city is trying to address.

Budget and Fiscal Affairs Advisory Committee

Report on the City Manager's Proposed Budget for Fiscal Year 2019

City of Alexandria, Virginia

Benjamin Klein, Chair
Kathy Stenzel, Vice-Chair
Jesse O'Connell, Secretary
David Baker
Martin Frost
Margaret Gullen
Skip Maginniss
Richard McPike
Ericka Miller
Leonard Rubenstein
Robert Shea
Joe Valenti
Michael Wenk

MESSAGE FROM THE BFAAC CHAIRMAN

Mayor Silberberg and Members of Council,

It is our pleasure to provide BFAAC's report on the City Manager's proposed budget for FY 2019. While there are a number of major issues facing City Council, this report focuses on the need to diversify and increase revenue, as well improve the budget process.

Overall, BFAAC commends the City Manager for delivering a budget that ensures a consistent level of service, while minimizing additional tax and fee burden on the City's residents. While BFAAC supports efforts to continue to scrutinize the operating budget to find efficiencies, there is clearly a limit to how much can be tightened within departments before the quality of services is diminished. In our report, BFAAC reiterates the need to focus on growing the City's revenue base. BFAAC again recommends developing a revenue master plan to set concrete revenue goals and identify actionable strategies to grow the City's revenue base, particularly on the commercial side.

Our report also looks at key process issues, including reforming the budget process and timeline to decouple the consideration of the operations budget, which represents annual needs, from the capital improvement budget, which represents long-term needs. The following are our key recommendations, which are outlined in more detail in the report:

Revenue Recommendations

- The projected gap between revenue and expenses continues to widen. BFAAC reiterates
 its prior recommendation to establish a Revenue Master Plan, integrated within the fiveyear financial plan, to better predict and find sources to fund the forecasted operating
 deficits.
- BFAAC urges Council to provide AEDP with the resources to accomplish its mission; accelerate its research and analysis of desirability factors for attracting and maintaining businesses; and implement policies to reverse the decline in the commercial contribution to the tax base.
- BFAAC recommends reviewing land-use policies and development requirements to enhance the attractiveness of Alexandria as a location for new development.
- In the context of a Revenue Master Plan, BFAAC recommends taking a broad and strategic view of new revenue options, including property tax increases, user fees, local taxes, and revenue derived from leveraging the City's real property assets.
- BFAAC urges Council to rigorously advocate at the state level to improve reimbursements, expand local taxing opportunities, fund transportation projects, and contribute to the Combined Sewer Outfall (CSO) mitigation project.

• BFAAC urges the Council to consider the appointment of an experienced, central coordinator of the City's efforts to increase federal, state, and not-for-profit funding.

Process Recommendations

- BFAAC encourages Council to implement a new budget timeline as soon as feasible, possibly beginning in FY 2020, that would decouple consideration of the operating from the CIP budget.
- BFAAC applauds Council and ACPS for more closely coordinating their respective budgets for FY 2019.
- BFAAC encourages Council to ensure any changes to the budget timeline, including decoupling consideration of the operating and CIP budgets, is closely coordinated with ACPS.
- BFAAC continues to urge Council to oppose set asides or automatic designations of revenue, except when used to fund state or federal matching fund requirements. Every dollar in the budget should be prioritized based on common criteria.
- BFAAC encourages Council to continue to leverage Alexandria's unique appeal to maximize economic development while fully engaging the business community in delivering the capabilities visitors and residents require.
- BFAAC encourages Council to maximize City assets including capital, land, and expertise, continually evaluating return on investment and opportunity cost of each asset.

As an addendum to this report, attached please find three memos that BFAAC already sent council: (1) issues related to the budget guidance, (2) observations on the Ad Hoc Joint City-Schools Facility Investment Task Force ("Task Force") initial report, (3) joint memo with ACPS Budget Advisory Committee on budget process recommendations, and (4) observations on the review of the cumulative impact of budget decisions since the 2008 recession.

In the coming months, BFAAC will focus its work on three additional areas: (1) implementation of the Task Force recommendations; (2) review of the City's employee compensation policies for public safety and general service employees; and (3) analysis of the City's affordable housing policy and goals.

Ad Hoc Joint City-Schools Facility Investment Task Force – BFAAC continues to work
with the ACPS Budget Advisory Committee (BAC) to monitor the implementation of the
recommendations of the Task Force. Although BFAAC is not in a position to implement
the work of the Task Force or analyze specific CIP funding decisions, BFAAC recognizes
we have a role in promoting coordination and improvement of the CIP process.
Representatives of BFAAC and BAC recently met to review the final report of the Task
Force and will issue a joint memo to Council and the School Board in the coming weeks.

- Employee compensation Historically, BFAAC has encouraged the City to adhere to its long-standing compensation philosophy (i.e., remaining competitive relative to other jurisdictions) to stabilize the City's recruitment and retention rates. BFAAC is not yet able to determine if competitiveness in employee compensation, particularly for public safety employees, decreased from previous years because we have not analyzed regional pay rates. City staff informs us that employee compensation is currently being reviewed and discussed by City Council and the Public Safety Employee Compensation Work Group. BFAAC will follow these discussions and undertake a review of employee compensation issues, for both public safety and general schedule employees, in the coming months.
- Affordable housing BFAAC notes that between 2000 and 2017, the number of market-affordable housing units in the City declined by 90 percent from 18,000 to less than 1,800. BFAAC urges Council to develop a strategy for long-term support for affordable housing as part of the City budget process. In the coming months, BFAAC plans to undertake a detailed review of the City's affordable housing policy and initiatives and will issue comments for Council in future reports.

I would like to personally thank the members of BFAAC for their work on this report. We hope Council will carefully consider our recommendations and we look forward to discussing these and other issues at our upcoming budget work session with Council.

Sincerely,

Benjamin Klein

Chair, Budget and Fiscal Affairs Advisory Committee

¹ Market Affordable 2017 Update;

REVENUE RECOMMENDATIONS

Revenue Master Plan

For more than ten years, BFACC has emphasized the importance of developing a revenue planning strategy that tracks with the projected expenses for the City. As Chart I indicates, projected expenses will continue to outpace revenue, with a total cumulative gap reaching \$71 million by FY 2023.² While BFAAC understands that the gap must be reconciled each fiscal year, an approximately \$20 million year-over-year shortfall is not projected to diminish. Council will be relying on spending reductions or property tax rate increases as the primary tools to balance the budget. While continuing to scrutinize the operating budget to find efficiencies is essential, there is clearly a limit to how much can be tightened within departments before the quality of services is affected.

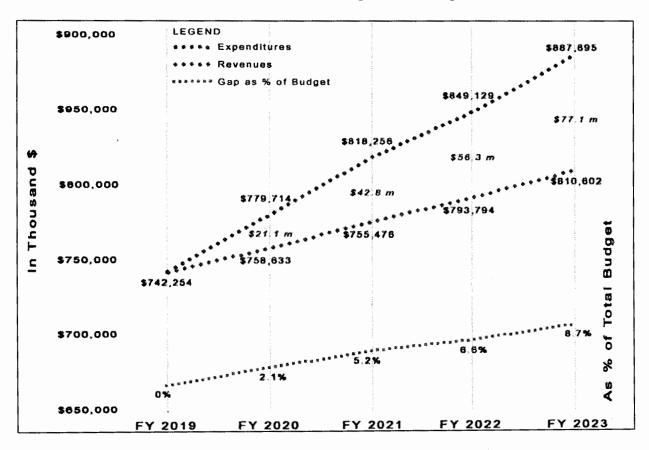


CHART I: Revenue-Expenditure Gap

BFAAC commends the City for implementing a five-year financial planning model to better track fiscal trends and the effect of proposed policy decisions. With the five-year financial planning

² Five-Year Financial Planning Model Updated, City of Alexandria. https://www.alexandriava.gov/uploadedFiles/budget/Five%20Year%20Financial%20Plan%20(Version%201).pdf

model in place, BFAAC continues to advocate for the integration of a revenue forecasting and planning component – a Revenue Master Plan (RMP) – that BFAAC has recommended in prior reports, most recently in our FY 2017 memos.³ If implemented, an RMP can be a strategic budget planning tool that takes a broad and creative look at sources of revenue, always focusing on the principle that revenue is a tool for achieving the outcomes desired by the City. When combined with actionable strategies and metrics to evaluate results, the RMP can potentially have the same impact on revenue as the Task Force can have on expenses related to the CIP.

BFAAC recognizes there is no single answer to increasing revenue, and the difference between achieving a better balance between expenses and revenue is often marginal. Employing the RMP discipline can help close the revenue gap and identify, evaluate, and select appropriate options to target the projected spending needs in the five-year financial plan. To be effective, the RMP must consider many options and have the flexibility to adapt to changing economic conditions.

OBSERVATIONS AND RECOMMENDATIONS

• The projected gap between revenue and expenses continues to widen. BFAAC reiterates its prior recommendation to establish a Revenue Master Plan, integrated within the five-year financial plan, to better predict and find sources to fund the forecasted operating deficits.

Diversifying the Tax Base

The traditional approaches to generating revenue should be reexamined for relevancy in light of the "new normal" economy that has emerged over the past 10 years. While the Washington Region is rebounding from the 2007 economic downturn, which was exacerbated by Sequestration, our 2.1 percent current estimated GRP growth is below the national GDP growth rate of 2.3 percent. A sharp reduction in government spending in the region in recent years impacted Alexandria, as well. In 2008, Department of Defense procurement spending accounted for 52.0 percent of federal procurement spending in the Washington region. By 2016, it had decreased to 38.7 percent. Consequently, the growth in local revenue among Virginia jurisdictions has fallen from as high as 8 percent in FY 2007, to an average rate hovering around 1.5 percent in FY 2018. Even if federal spending in the region recovers, BFAAC remains concerned about relying on federal spending to grow our economy and tax base. BFAAC has historically commented and notes again this year that the share of commercial real property tax revenues continues to shrink, especially when multifamily residential is included in the residential versus commercial revenue totals (see below charts for CY 2018). BFAAC has consistently advocated for policies to grow the City's commercial revenue base.

³ Report on the City Manager's Proposed Budget for Fiscal Year 2017, City of Alexandria Budget and Fiscal Affairs Advisory Committee.

https://www.alexandriava.gov/uploadedFiles/budget/info/BFAAC/Budget%20Memo%2016.pdf

⁴ Federal Procurement Spending in the Washington Region; The Stephen S. Fuller Institute for Research on the Washington Region's Economic Future, 2008-2016; at 2.

⁵ Survey Responses to Virgnia Auditor of Public Accounts; Virginia Auditor of Public Accounts; FY 2007, FY, 2016, and FY 2018.

CHART II: Percentage of Real Estate Assessments by Property Type

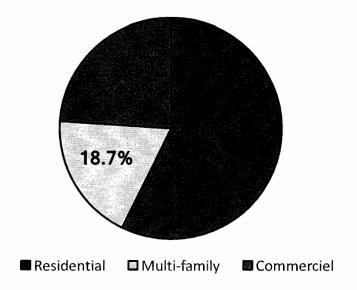
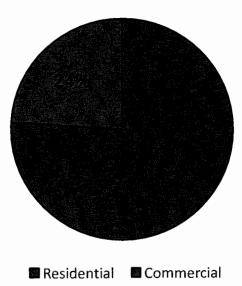
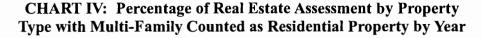
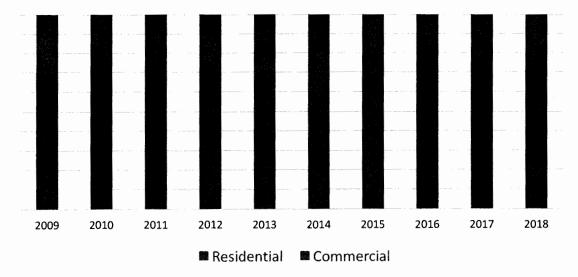


CHART III: Percentage of Real Estate Assessments by Property Type with Multi-Family Counted as Residential Property







Maintaining and possibly improving our commercial market sector requires an ongoing evaluation of all of the factors and data contributing to attracting and retaining businesses. BFAAC observes that the Alexandria Economic Development Partnership (AEDP) has already done research and provided important insights into this problem. With additional support and cooperation and a mandate to lead and coordinate efforts among such entities as the Chamber of Commerce and local business associations, AEDP could become more effective in providing Council with data-based strategies and policy recommendations to grow commercial development.

Complementing the efforts of AEDP, the City should carefully review land-use policies that can optimize our diminishing developable resources and make the commercial entitlement and permitting process faster and more predictable.

OBSERVATIONS AND RECOMMENDATIONS

- BFAAC urges Council to provide AEDP with the resources to accomplish its mission; accelerate its research and analysis of desirability factors for attracting and maintaining businesses; and implement policies to reverse the decline in the commercial contribution to the tax base.
- BFAAC recommends reviewing land-use policies and development requirements to enhance the attractiveness of Alexandria as a location for new development.

Sources of Revenue

Revenue from real property represents 60.3 percent of total forecast FY 2019 revenue. Property tax revenue changes by either increases in the assessed value or the property tax rate. A change in property tax rate has the most immediate effect on the City's revenue. The proposed FY 2019 property tax rates for Alexandria are below Prince William and Fairfax counties and higher than

Loudoun county. Arlington county has a lower rate for residential and a higher rate for commercial. Of these jurisdictions, Alexandria is the smallest in both land area and population, yet provides the same level of services as our neighbors without the benefit of their economy of scale.

BFAAC commends the City for implementing user fees related to storm water and sewer utilities to offset the spending needed for infrastructure improvements. Fees related to services such as recreation facilities, parking meters, ambulance use, refuse, etc., can also help offset expenses. Other revenue areas requiring review include taxes for business licenses, food, lodging, vehicle licenses, utility tax, and recordation tax. BFAAC compliments the City for implementing a system to collect lodging taxes from home-sharing operator Airbnb. BFAAC also notes there may be other opportunities to derive revenue from new "disruptive" technologies, such as car-sharing companies, businesses that occupy office-sharing facilities, blockchain enterprises, and other internet-based businesses, and encourages City staff to investigate these as additional potential revenue sources. Finally, BFAAC commends Council for leveraging third-party collection resources to maximize fee and tax collection in targeted areas and urges Council to consider expanding this effort, with adequate accommodation for residents' ability to pay.

BFAAC applauds the staff for developing a compendium of all fees and charges assessed by the City and urges Council to conduct an evaluation of how these may be indexed moving forward to produce a more predictable revenue stream from these sources.⁶

In 2007, State HB 3202 enabled jurisdictions to enact a commercial add-on tax for transportation infrastructure needs. BFACC supported adopting this tax in its FY 2008 and FY 2010 reports. After rigorous public debate, Council decided against adopting this tax. While revenue from such a tax would not directly provide capital for the City's operating expenses, it could eliminate some transportation-related expenses from the operating budget to fund other needs. In the context of our current budget environment it may be appropriate to reconsider using this revenue vehicle in a limited manner, although the cumulative effect of all fees and taxes on our retail and commercial businesses should be carefully analyzed to avoid creating an unfriendly tax environment for businesses.

Additional revenue may be derived through leveraging existing resources and real property. BFAAC encourages the City to complete its inventory and condition assessment of real property. We are hopeful these data will be combined with similar data prepared by Alexandria City Public Schools (ACPS) and lead to efficiencies in procurement, maintenance, and space utilization. Further, we encourage Council to have an open and fact-based conversation about the best and highest use of assets such as the Torpedo Factory and City Hall.

OBSERVATIONS AND RECOMMENDATIONS

• In the context of a Revenue Master Plan, BFAAC recommends taking a broad and strategic view of new revenue options, including property tax increases, user fees, local taxes, and revenue derived from leveraging the City's real property assets.

⁶ Report on the City Manager's Proposed FY 2008 Budget; Budget and Fiscal Affairs Advisory Committee; at 5 and 33

State, Federal, and Other Revenue Sources

The proposed FY 2019 budget indicates general fund revenue includes a total contribution of 6.4 percent from the State. The proposed State Budget also contains \$154 million for Metro that may help to defer requests by WMATA for additional contributions in the future. A sustainable Metro funding plan is essential for stabilizing and predicting the City's budget moving forward.

If enabled by the State, there are other sources of revenue that can benefit the City, such as an internet sales tax, assuming a case pending in the Supreme Court creates a favorable precedent for such a tax. BFAAC encourages the City to pursue all avenues and means to expand State-enabled local options for revenue and increase reimbursements for state employees, transportation related programs, public safety, education, and health services. State funding for transportation projects can also unburden our need to use cash that could be re-allocated to closing the budget gap or invested in Capital Improvement Projects. BFAAC suggests the Legislative Agenda should prioritize strategies to find support for and promote increased funding for local needs.

Obtaining a contribution from the State for our Combined Sewer Outfall (CSO) remediation is as essential as it is fair. Although funding may not be forthcoming in the budget this year, this should be a priority of the City's Legislative Agenda until funding is forthcoming.

Potential additional Federal sources of revenue should not be ignored. Federal agencies were recently appropriated at historic levels. The City should aggressively pursue grant, loan, and other funding from programs that share important outcomes with the City. For instance, the City should consider leveraging relationships with the Alexandria and Virginia Congressional delegation to advocate for greater infrastructure investment in the City. The City should likewise seek grant funding to supplement its own programs aimed at important outcomes such as opioid addiction reduction, improved academic achievement, crime reduction, etc.

Foundations and other not-for-profits are increasingly investing in local efforts to address important issues. For example, Lumina Foundation makes grants to cities that attract, retain, and cultivate talent through their Talent Hubs initiative; he Walton Family Foundation invests in cities where conditions support system-wide educational improvement; he Kresge Foundation invests in meaningful improvement in communities to advance opportunity for people with low incomes; had and the MacArthur Foundation has done social impact investing in Chicago and other cities. Alexandria should continue to pursue and prioritize grantmaking by mission-driven philanthropic foundations as a potential source of revenue. A coordinator of City efforts to increase federal, state, and not-for-profit funding in Alexandria would strengthen collaboration across City departments in the pursuit of these additional investments. This may be an appropriate function for the new position in the Manager's office focused on public private partnerships.

⁷ South Dakota v. Wayfair, Inc., No. 2017 S.D. 56, 2017 WL 4051554 (S.D. September 13, 2017)

⁸ https://www.luminafoundation.org/news-and-views/lumina-foundation-designates-17-cities-as-talent-hubs

⁹ https://www.waltonfamilyfoundation.org/our-impact/k12-education/investing-in-cities

¹⁰ https://kresge.org/programs/american-cities-practice

¹¹ https://www.citylab.com/equity/2017/06/the-comeback-investment-in-cities/528963/

OBSERVATIONS AND RECOMMENDATIONS

- BFAAC urges Council to rigorously advocate at the state level to improve reimbursements, expand local taxing opportunities, fund transportation projects, and contribute to the CSO mitigation project.
- BFAAC urges the Council to consider the appointment of an experienced, central coordinator of the City's efforts to increase federal, state, and not-for-profit funding.

BUDGET PROCESS AND POLICY RECOMMENDATIONS

Budget Consideration Timeline

BFAAC encourages Council to reexamine the budget process and timeline. BFAAC is concerned that the current timeline is too short to fully consider the operating budget, which represents annual needs, and the capital improvement program (CIP) budget, which represents long-term needs. BFAAC expressed this concern in its FY 2019 budget guidance memo and supports the recommendation of the Task Force to decouple the operating and CIP budget consideration timelines. For example, Council could set the CIP budget in the fall and the operating budget in the spring. This approach would afford Council the ability to spend more time on each and ensure short-term operating needs do not overwhelm the discussion about long-term capital priorities. The current ten-week budget timeline does not allow for adequate consideration of the short- and long-term needs. Of the eleven City Council FY 2019 budget work sessions, only one was fully dedicated to the CIP.

BFAAC recognizes decoupling the operating and CIP budgets will significantly lengthen the budget cycle and may take away from other pressing issues coming before Council. BFAAC also recognizes a year-round budget timeline may create additional strain on limited staff resources and may make it more challenging to simultaneously implement the previous budget, consider the current budget, and plan for the future. Despite these challenges, BFAAC believes the benefits outweigh the challenges and encourages Council to consider a new budget timeline, possibly as soon as FY 2020. BFAAC recognizes it will take time to transition to a new budget timeline and encourages OMB staff to consider how best to move in that direction, considering staff resources, Council calendars, and coordination with ACPS.

Historically, BFAAC has urged Council and Alexandria City Public Schools (ACPS) to improve coordination and adopt a common budget timeline that would allow ACPS to approve its operating budget before the City Manager's proposed budget is finalized. BFAAC also encouraged the City Manager to share the same guidance provided to City departments with ACPS. BFAAC commends the Council and ACPS for making significant strides to improve the process and encourages continued transparency and efforts to synchronize budget calendars in future years. The FY 2019 Manager's proposed budget matched the Superintendent's proposal, as a result both staffs saved time and created a more productive budget cycle and add/delete process for both City and ACPS leaders. If Council adopts a new budget timeline for FY 2020 that decouples the operating and CIP budgets, additional coordination with ACPS will be required. Moving to a new budget timeline, though, offers additional opportunity to better align the City and ACPS process.

OBSERVATIONS AND RECOMMENDATIONS

- BFAAC encourages Council to implement a new budget timeline as soon as feasible, possibly beginning in FY 2020, that would decouple consideration of the operating from the CIP budget.
- BFAAC applauds Council and ACPS for more closely coordinating their respective budgets for FY 2019.
- BFAAC encourages Council to ensure any changes to the budget timeline, including decoupling consideration of the operating and CIP budgets, is closely coordinated with ACPS.

Revenue Set Asides

BFAAC supports the budget prioritization process and again cautions Council against dedicating revenue to specific purposes or projects. At the start of the FY 2019 budget process, the City Manager faced a budget gap of \$31.8 million between projected revenues and maintaining existing City and school services. To close the gap, City departments were instructed to prepare options for 2 percent reductions in spending or comparable fee increases. BFAAC is concerned, particularly in this budget climate, that any automatic designations of revenue outside the general fund and CIP budget processes runs counter to the transparency and flexibility Council is seeking to achieve. Under the Manager's proposed budget for FY 2019, \$0.006 of every \$1 of revenue is set aside for affordable housing. While BFAAC does not question whether affordable housing is a priority, BFAAC believes funding for affordable housing should be evaluated along with other spending using a common set of criteria. Again, this is not a statement about priorities – it is about process.

BFAAC recognizes however, that there may be times when set asides are acceptable. For instance, the Manager's budget includes a reservation of 2.2 cents on the real property tax rate for transportation. In this case, the set aside is used to fund a state match requirement. While BFAAC would prefer that every dollar in the budget is prioritized based on common criteria, BFAAC does not object to set asides that are required to leverage state or federal funding.

OBSERVATIONS AND RECOMMENDATIONS

 BFAAC continues to urge Council to oppose set asides or automatic designations of revenue, except when used to fund state or federal matching fund requirements.
 Every dollar in the budget should be prioritized based on common criteria.

Maximizing City Assets and Relationships

BFAAC supports the proposed budget's focus on economic development and encourages the City to follow the Joint Task Force's recommendation to develop a framework that encourages staff to pursue creative approaches and partnerships that maximize the value and impact of City assets. This may include engaging current business operators more fully in offering solutions for the City

even outside their business realm; seeking Public Private Partnership (P3s) arrangements early in areas identified for redevelopment planning; and funding specific projects such as the historic tall ship Providence. BFAAC believes Alexandria offers numerous opportunities for mutually beneficial arrangements to maximize our ability to serve the needs of our residents, while also highlighting the historic nature of our City. The new P3 position in the Manager's office should initiate a robust review of similar City efforts in Virginia (e.g., the City of Falls Church's adopted guidelines, a review of which the Task Force recommended) and offer coordination among all departments, including ongoing efforts at ACPS. BFAAC encourages Council to ensure parameters of engagement are consistent with the City's priorities.

BFAAC also encourages Council to ensure that Alexandria's existing resources are maximized in terms of delivering capabilities, attracting commerce, and, where appropriate, generating revenue. We echo the recommendations of the Task Force that the City avoid making assumptions based on what has been done, but to risk "asking the question" and then make fact-based decisions in keeping with the City's budget demands. Finally, BFAAC suggests Council encourage private entities to develop and expand marketing partnerships for the City's commercial corridors.

OBSERVATIONS AND RECOMMENDATIONS

- BFAAC encourages Council to continue to leverage Alexandria's unique appeal to maximize economic development, while fully engaging the business community in delivering the capabilities visitors and residents require.
- BFAAC encourages Council to maximize City assets, including capital, land and expertise, continually evaluating return on investment and opportunity cost of each asset.

MEMORANDUM

DATE:

NOVEMBER 1, 2017

TO:

THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

BUDGET AND FISCAL AFFAIRS ADVISORY COMMITTEE (BFAAC)

SUBJECT:

MEMO #2 - RECOMMENDATIONS FOR FY 2019 BUDGET GUIDANCE

As Council develops its budget guidance for FY 2019, below please find observations and recommendations from BFAAC.

- Focusing on Larger Policy Goals BFAAC reiterates its recommendation that guidance focus on achieving policy outcomes, rather than giving the City Manager specific instructions. BFAAC recommends, per our FY 2018 budget guidance memo, Council avoid giving specific instructions in areas such as: employee compensation, school division transfers, tax rates, number of full-time equivalents in specific departments, etc. and allow the City Manager to present Council a variety of options to meet strategic objectives identified in its guidance. BFAAC continues to recommend the development of outcome-based guidance supporting the Strategic Plan for FY 2019.
- Setting a Five-Year Revenue Target BFAAC reiterates our recommendation for Council to set a five-year revenue goal and direct staff to develop an actionable plan with strategies to grow and diversify the City's revenue base.
- Examining the Budget Timeline BFAAC encourages Council, as part of this guidance or in the future, to ask staff to reexamine the current budget development timeline, taking into account recent changes as well as any recommendations made by the Ad Hoc Joint City-Schools Investment Task Force. BFAAC specifically urges Council to consider separating the consideration of the CIP, which represents long-term needs, from the operating budget, which represents annual needs. For example, Council could set the CIP budget in the fall and the operating budget in the spring. This approach may allow Council to spend more time on each area and would help ensure the short-term operating needs do not overwhelm the discussion about long-term capital needs. BFAAC also encourages Council to look at the overall budget timeline to allow for more deliberation, particularly at the start of the process. As Council considers changes to the budget timeline, the impact on staff resources, opportunities for public input, and opportunities to synchronize with the ACPS budget timeline should be evaluated.

• Consider Cumulative Impact of Budget Cuts – BFAAC encourages Council to direct the City Manager to take into account the cumulative and comparative impact of service changes since the great recession as the Manager evaluates priorities for FY 2019 against the strategic plan.

MEMORANDUM

DATE:

JANUARY 3, 2018

TO:

THE HONORABLE MAYOR AND MEMBERS OF THE CITY

COUNCIL

FROM:

BUDGET AND FISCAL AFFAIRS ADVISORY COMMITTEE

(BFAAC)

SUBJECT:

AD HOC JOINT CITY-SCHOOLS INVESTMENT TASK FORCE

INITIAL REPORT

BFAAC appreciates this opportunity to offer comments on the initial report of the Ad Hoc Joint City-Schools Investment Task Force (Task Force). Recognizing that additional recommendations are due in early January, comments will be brief and limited to the broader aspects of the report.

General Observations: The Task Force clearly devoted significant effort to its task, carefully researching the projects on its docket and overall operations of the City. Members should also be recognized for providing candid opinions where appropriate, but recommending further study or "political" decisions on matters determined outside their purview. City and ACPS staff and elected officials also should be commended for helping the Task Force accomplish its goals within the tight timeframe, and for being completely open to its inquiries and opinions.

Joint Facilities Capital Improvement Plan (FCIP) – BFAAC supports the concept of a joint City/Schools FCIP focused on deliverables. While leaving response to the Task Forces' proposed schedule to City and ACPS staff, BFAAC generally recommends a schedule synchronized with funding availability. While a long term FCIP is naturally a "living" plan that must accommodate uncontrollable changes in circumstances, allocations should be immune to discretionary changes to maximize certainty for project planning.

The Task Force also has noted support for separating the timelines for the operating budget and CIP, which BFAAC has recommended City and ACPS staff consider.

Best Value Approach – The Task Force emphasized an approach based on need, readiness and value to the City. This supports the City Manager's adoption of "priority based budgeting," which BFAAC believes will enhance our City's budget management.

Master Planning – BFAAC supports a formalized joint planning process that evaluates the City's growth potential and the impact of that growth on City services including schools, transportation, and health/safety.

At the same time, BFAAC supports the Task Force's recommendation to implement a Joint Master Plan identifying all current facilities and properties, so that our assets can be evaluated on their ability to support "capabilities" identified by City and ACPS. Gap analysis performed after this inventory will illuminate future priorities — whether they be items in the current CIP but not recommended by the Task Force, or other needs that become apparent. BFAAC also supports the concept of budgeting funds for property acquisition for defined future projects, which would be identified after creation of the master plan. This also provides a basis for development of a long term revenue target, which BFAAC has recommended.

Education/School Capacity – BFAAC encourages Council to work with ACPS and the School Board to address education from a city-wide perspective. The Task Force suggested that while all agree increased capacity is needed, further discussion is required to optimize delivery, particularly with regard to Pre-K and High School. Questions including centralized locations vs multiple locations/formats, and role of partners impact all City residents, not just those with school age children. Council leadership in the discussion can facilitate broad community involvement in the solution.

Alexandria's Strategic Plan sets numeric goals for increased access to Pre-K education and for increasing the on-time High School graduation rate. A strong public school system also supports other pillars of the Strategic Plan including Inclusive City, Vibrant Neighborhoods, and Strong Economy.

Ongoing Joint Planning – BFAAC supports the Task Force recommendation for a formalized joint planning process focused on capability of delivering programs or services. BFAAC restates our recommendation that the Task Force reconvene after one year to assess progress. While City and ACPS staff will be largely responsible for implementing adopted recommendations, BFAAC would also welcome the opportunity to monitor implementation and ongoing progress as a regular agenda item at our monthly meetings, and provide any feedback Council requires going forward.

BFAAC looks forward to further opinions from the Task Force on alternative funding and delivery methods; partnerships; and process improvements.

CC:

Mark Jinks, City Manager
Dr. Lois Berlin, Interim Superintendent
Lynn Hampton, Ad-Hoc Joint City-Schools Facility Investment Task Force
Elliot Branch, Ad-Hoc Joint City-Schools Facility Investment Task Force
Micheline Castan-Smith, Ad-Hoc Joint City-Schools Facility Investment Task Force
Marshall Cook, Ad-Hoc Joint City-Schools Facility Investment Task Force
Dwight Dunton, Ad-Hoc Joint City-Schools Facility Investment Task Force
Amy Liu, Ad-Hoc Joint City-Schools Facility Investment Task Force
Dave Millard, Ad-Hoc Joint City-Schools Facility Investment Task Force
Eric Wagner, Ad-Hoc Joint City-Schools Facility Investment Task Force

MEMORANDUM

DATE:

SEPTEMBER 29, 2017

TO:

THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

THE HONORABLE SCHOOL BOARD CHAIR AND MEMBERS OF

THE SCHOOL BOARD

FROM:

BUDGET AND FISCAL AFFAIRS ADVISORY COMMITTEE

BUDGET ADVISORY COMMITTEE

SUBJECT:

OPINIONS ON BUDGET PROCESS AND GENERAL COOPERATION

On August 2, representatives from the Council's Budget and Fiscal Affairs Advisory Committee (BFAAC) and the School Board's Budget Advisory Committee (BAC) met to discuss respective approaches to preparing annual budgets and long-term capital planning. Committee members were joined by members of both budget staffs. As the Ad Hoc Joint City-Schools Facility Investment Task Force (Task Force) prepares its recommendations to be considered by the School Board and Council, our Committees want to call attention to the following observations and recommendations.

1. We commend the City and School budget staffs for working together to better align the City and schools budget process and calendar. The recent trend toward generating an ACPS approved budget before the City Manager presents a budget is positive, especially the Capital Improvement Plan (CIP). While ideally both the operating budget and CIP would be approved by the School Board when the City proposes in February, we recognize restrictions on the school timeline based on availability of enrollment figures and other relevant data. For the upcoming cycle, ACPS will delay its CIP proposal one month to November in consideration of the Task Force schedule, but projects School Board approval on January 11, 2018, which is still before The City Manager's expected budget release date around February 20. BFAAC and BAC recognize the expedience of working in tandem with the Task Force this year.

- 2. City budget staff should share with ACPS budget staff the same technical guidance it shares with other City departments in September, at the beginning of the budget process. It is understood that while this guidance will not be prescriptive, it will enlighten the process for ACPS. Similarly, any opportunities to work together on long term projections should be exercised. This includes anything that impacts population, development, and land use. The spirit of openness and cooperation should apply throughout the year and across departments, so that our systems reflect the reality that our schools are part of our City.
- 3. BFAAC and BAC support the concept of evaluating all City and school capital projects together, from a common set of criteria, with the goal of prioritizing spending and synchronizing projects and timelines. Similarly, we support the Task Force's propriety to maximize space utilization and colocation where sensible and feasible. This applies to existing space as well as new construction.
- 4. **BFAAC** and **BAC** support the concept of shared maintenance and resources. Preserving our capital investments requires careful maintenance schedules and fluidity to meet unexpected needs neither of which should not be limited by any "department's" ability. We also recognize that City and ACPS both possess valuable resources (e.g., vehicles and other equipment) and expertise (e.g., interpretation or programming skills) and encourage cross-utilization.
- 5. Finally, we encourage Council and ACPS to support a recommendation BFAAC made in its April 28, 2017 memo that Council and School Board jointly develop a long-term plan to ensure the work of the Task Force is carried forward. We also support the BFAAC recommendation that the Task Force reconvene after one year to evaluate outcomes.

BFAAC and BAC are committed to working together to maximize financial resources and talent across our City. We would welcome the opportunity to discuss these recommendations with Council and ACPS leadership.

MEMORANDUM

DATE:

MARCH 28, 2018

TO:

THE HONORABLE MAYOR AND MEMBERS OF THE CITY

COUNCIL

FROM:

BUDGET AND FISCAL AFFAIRS ADVISORY COMMITTEE

(BFAAC)

SUBJECT:

BFAAC RESPONSE TO TEN YEAR BUDGET HISTORY FY 2009 -

FY 2018

In BFAACs report on the proposed FY 2017 budget, BFAAC recommended that Council assess the cumulative impact of service reductions since the recession started in 2008, and utilize the information to base decisions on priorities for service restorations or expansions in specific areas of need. BFAAC believed that this information can also provide useful data for the strategic planning process. In response, Council encouraged the City Manager to study and report the impact of service reductions. What follows are BFAACs comments on the report.

BFAAC appreciates the work of the City Manager and budget staff in engaging in the research needed to generate the report, a complex undertaking in any event and made more difficult because of reorganizations of departments that required considerable work to make like comparisons.

The report reveals that over this period of austerity, while revenues were flat and economic growth anemic, revenues and expenditures increased by an average of 1.9% and costs of services per resident increased by 0.95%. To achieve these results and accommodate salary increases for City staff, the City reduced its workforce by a net of 85 positions representing a reduction of 3.2% while population growth increased by 17.6%.

It is a credit to the City Manager and Council that city administration expenses were cut steeply in areas such as city management, code enforcement, and clerk of the City without any apparent impact on City's governance. BFAAC also notes that at a time of flat revenue growth, the City managed to keep up with increasing financial obligations for Metro, Dash and unmet capital needs. BFAAC notes, in particular, that both cash capital and debt service spending grew significantly during the period, enabling the City to make initial investments in the new Metro

¹ Budget Memorandum 16, April 18, 2016

station, rebuild TC Williams High School and two other schools, and build the new police headquarters.

During this period, certain departments experienced negligible cuts or modest increases. Public Safety, including police, fire, and emergency communication, received modest increases. Council's recent investment in the Church of the Resurrection affordable housing initiative compensated for past reductions, resulting in a 4.8% net gain in spending on housing.

These investments, however, necessitated cuts in other departments. There appear to have been noteworthy disparities in spending reductions among the departments and who may have been most affected by them. BFAAC recognizes that funding and position reductions do not necessarily represent a decline in services as federal or state grants may have compensated for the difference or departments may be experiencing an increase in efficiencies.

The City Manager's report identifies some, but not all service reductions, and does not address the impact of the service reductions on residents. Furthermore, though the report includes some performance data, it is difficult to discern the extent to which actual results were impacted by funding or FTE decreases. BFAAC recommends that Council further investigate what services were reduced, which residents were impacted by them, and what performance impact, if any, resulted from them.

BFAAC identifies the following areas that warrant further exploration to determine whether spending, staffing and service cuts have adversely affected people in need:

- Community and Human Services: decreased funding of 5.5% and a net loss of 22 FTE positions. The City Manager's report identifies position reductions for therapists, employment training specialists, vocational services specialists, social workers, and youth services coordinators. Service cuts include emergency day care, childcare grants, childcare assistance, subsidized preschool, early childhood training, treatment services, the companion aid program, a mentor home, and JobLink.
- **Health**: decreased funding of 12.4% and a net loss of 1 FTE. The City Manager's report identified service cuts in environmental health and prenatal care. Some of the spending reductions were absorbed by other entities.
- **Library**: deceased funding of 17.3% and a net loss of 13.4 FTE positions. Service cuts include reduced library operating hours and hours for the Talking Books program. BFAAC notes the hours of operations have recently been partially restored.
- Parks, Recreation and Cultural Activities: decreased funding of 7.9% and a net loss of 46 FTE positions. Despite contracting out services and increases in user fees, cutbacks included maintenance, mowing, horticulture, opening hours of recreation centers and additional areas.

BFAAC also notes that while Alexandria City Public Schools (ACPS) received steady general fund increases amounting to 12.4% over the period, student enrollment increased by 38%.

Recommendations:

- Council request the City Manager to investigate the extent to which reduced funding and FTE's decreased services available to citizens, with a focus on the impact of reductions on residents most in need, and continue to monitor the impact of budget reductions in services to meet the needs of Alexandria residents.
- Council request the City Manager to ensure the existence and use of consistent performance measures to better assess the impact of service reductions or increases on important needs the city is trying to address.

MEMORANDUM

DATE:

APRIL 24, 2018

TO:

THE HONORABLE MAYOR AND MEMBERS OF THE CITY

COUNCIL

THE HONORABLE SCHOOL BOARD CHAIR AND MEMBERS OF

THE SCHOOL BOARD

FROM:

BUDGET AND FISCAL AFFAIRS ADVISORY COMMITTEE

(BFAAC)

BUDGET ADVISORY COMMITTEE

SUBJECT:

AD HOC JOINT CITY/SCHOOLS FACILITY INVESTMENT TASK

FORCE FINAL REPORT

Representatives from the Budget and Fiscal Affairs Advisory Committee (BFAAC) and the School Board's Budget Advisory Committee (BAC) met on March 13, 2018 to continue discussions facilitating cooperation between City and ACPS budget and operations processes. In particular, the meeting focused on the final report of the Ad Hoc Joint City/Schools Facility Investment Task Force (Task Force).

Attendees expressed strong appreciation for the work of the Task Force, and both City and ACPS staff, to produce solid recommendations for Alexandria. Discussion focused on key elements of the report requiring immediate coordination, some of which had been addressed in our September 2017 joint memo. BFAAC and BAC offer this memo to Council and School Board to reinforce the Task Force recommendations, and offer guidance that we hope will be helpful to elected leaders and staff in the coming months.

1. We commend both City and ACPS staff for their efforts supporting the deliberations of the Task Force, and applaud their quick work implementing its recommendations. In particular, steps to begin forming a high level Capital Management Council, and scheduling joint Visioning Sessions will lead toward a status quo environment of joint capital planning and management. We encourage Council and School Board to welcome the synergies that can emerge from jointly pursuing elements of two strong Strategic Plans through a joint "Capability Delivery Model."

- 2. We encourage staff to continue its effort to "inventory" and classify existing assets with regard to condition and usage, utilizing common standards where possible, with the goal of maximizing use of resources. Opportunity for multiple uses and flexibility should be considered when evaluating the status of our assets and ability to deliver services.
- 3. We support the Task Force recommendation to view "capability delivery" without making assumptions about delivery method or other obstacles that may appear, but to look broadly at the pros and cons of different approaches to arrive at solutions. We note that at times either permanent or temporary accommodations might be requested in order to achieve long term goals, and encourage School Board and Council to view such requests with an attitude that rewards staff for creativity.
- 4. **BFAAC** and **BAC** support the Task Force recommendation to decouple the capital and operating budget cycles. We believe that setting the capital budget in the Fall, and the operating budget in the Spring would afford both School Board and Council the ability to spend more time on each area and ensure the short-term operating needs do not overwhelm the discussion about long-term capital priorities.
 - We recognize the work that already has been done to synchronize budget calendars, and reinforce the need to continue this effort when building a new process with separate calendars for CIP and operating budgets, including ACPS consideration of 2 year CIP. BFAAC and BAC support the Task Force's ultimate goal of working together to support delivery of services and capital projects.
- 5. Regarding the Task Force recommendation to handle later projects differently from near projects in a 10 year projection, BFAAC and BAC support budgeting funds in the CIP in early years for planning and development, while aggregating funds in later years when project scope is not yet clear. However, we also recognize that in cases where project needs and plans are fully established, it is important to rely on funding in out years. We encourage both ACPS and OMB staff to build discipline into its joint planning and review process to revisit both projected and "finalized" projects each year to ensure they still represent the best way to fulfill identified need and to shift resources as need under guidance of Council and School Board.

6. BFAAC and BAC support the City Manager's request to fund research into the feasibility of a combined maintenance and management system (CMMS) for ACPS and City departments, including the Fire Department. A single CMMS could improve visibility/preventative maintenance; lead to joint procurement and synchronized schedules; and offer ongoing discipline to current assets and new investments. We recognize that in addition to research cost, a positive decision will require additional investment to purchase, customize and switch to new software. However, we believe that the long-term benefits could outweigh these short term costs and encourage the City to move in this direction.

Similarly, BFAAC and BAC support City investment in planning and facilities staff, particularly in anticipation of a heavy capital schedule. We encourage City and ACPS to collaborate on planning and implementation of capital projects.

7. BFAAC and BAC support the Task Force recommendation to create a contingency reserve to enable the City and ACPS to act quickly when acquisition opportunities become available. We also support the managers approach to fund this in the CIP through reserved bond and cash capital. We understand this will be re-authorized during the regular CIP budgeting process.

As the funds are relatively fluid and accessible, BFAAC and BAC recommend City and ACPS staff work together to map a project development and proposal process that meets the needs of both entities, perhaps using "lessons learned" from the recent purchase of 1701 N. Beauregard. We encourage staff to identify potential areas where the process can be streamlined, and urge full transparency and joint consideration at the staff level in all property considerations. Finally, we suggest the Joint Capital Management Council serve as a final arbiter before any request to access funds is brought to Council or the School Board.

Once projects are approved, we urge consideration of any steps required to expedite the final process through to completion including reasonable consideration of City codes, in order to control costs and minimize disruption to ongoing operations.

8. BFAAC and BAC encourage the City to follow the Joint Task Force's recommendation to develop a framework that encourages staff to pursue creative approaches and partnerships. The new P3 position in the Manager's office should initiate a robust review of similar City efforts in Virginia (the Task Force recommended the City of Falls Church's adopted guidelines as a start) and offer coordination among all departments, including ongoing efforts at ACPS. BFAAC encourages Council to ensure parameters of engagement are consistent with the City's values.

In conclusion, we recognize the ambitious scope of the Task Force recommendations, but believe that long term will result in improved services for Alexandria, and an energized working environment for staff. BFAAC and BAC have confidence in the ability of ACPS and City staff to achieve results with leadership from School Board and Council.

BFAAC and BAC will continue to hold similar meetings, and will be available to offer guidance as requested. We also recognize the important work of other City entities including the Alexandria Economic Development Council to achieving goals established for the future.

MEMORANDUM

DATE:

NOVEMBER 1, 2017

TO:

THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM:

BUDGET AND FISCAL AFFAIRS ADVISORY COMMITTEE (BFAAC)

SUBJECT:

BUDGET AND FISCAL AFFAIRS ADVISORY COMMITTEE FISCAL YEAR

2019 WORK PLAN

In 2016, BFAAC revised its work plan to provide Council with memos throughout the year rather than delivering one comprehensive report to Council in the spring. BFAAC memos included recommendations on: budget guidance, a review of the five-year financial plan, debt policy guidelines, and the Ad Hoc Joint City-Schools Facility Investment Task Force. BFAAC believes this approach allows for more timely feedback on key issues and a more in-depth analysis of each topic. BFAAC will take a similar approach in FY 2019 and proposes the following preliminary work schedule:

- MEMO 1 (Delivered September 2017): Recommendations for greater coordination between City and ACPS In September, BFAAC delivered its first memo a joint memo with the ACPS Budget Advisory Committee (BAC) to Council and the ACPS School Board with recommendations for greater coordination between the City and ACPS on the budget process and timeline. BFAAC and BAC also recommended evaluating all City and school Capital Improvement Projects (CIP) together with a common set of criteria, identifying areas where maintenance resources can be shared, and implementing a joint City and ACPS structure for ensuring the work of the Ad Hoc Joint City-Schools Facility Investment Task Force (Task Force) is carried forward and its outcomes are regularly evaluated.
- MEMO 2: Recommendations for the FY 2019 budget guidance (November 2017) As in prior fiscal years, BFAAC will prepare a memo in November for Council's consideration prior to the adoption of the budget guidance. This memo will be the be the foundation for BFAAC's briefing to Council at the November 4 retreat.
- MEMO 3: Review of the Ad Hoc Joint City-Schools Facility Investment Task Force (December 2017) – When the Task Force issues its report in November, BFAAC will provide feedback to Council regarding the prioritization of projects, steps that can be taken

in the short-term to implement the Task Force recommendations, and suggestions for a long-term plan to ensure the work continues beyond FY 2019.

- MEMO 4: Review of the staff assessment of the comparative and cumulative impact of budget cuts on the delivery of core City services (December 2017) In its analysis of the FY 2017 budget, BFAAC urged Council to assess the comparative and cumulative impact of service changes during the period from FY 2008 to the present. BFAAC understands staff is close to completing this analysis, and BFAAC looks forward to reviewing the report and providing guidance to Council on how the findings should help inform future budget decisions.
- MEMO 5: Revenue recommendations (January 2018) In FY 2017, BFAAC urged Council to work with the City Manager and Staff to determine, to the extent possible, how much revenue will be required for operating and capital improvement needs over the next five years and take concrete steps to ensure we make the needed investments in economic development and related activities to achieve this revenue goal. BFAAC urged Council to adopt a "revenue master plan" to create an actionable, long-term revenue strategy and implementation roadmap with outcome-based metrics. To help move this discussion forward, BFAAC will provide Council a memo in January outlining a variety of revenue strategies, including untapped and under-tapped revenue sources as well as steps to promote greater commercial business development.
- MEMO 6: Recommendations and observations related to the City Manager's proposed FY 2019 budget (April 2018) While BFAAC does not intend to provide a comprehensive report on the City Manager's budget, BFAAC will provide Council a memo with recommendations and observations regarding major issues facing the City in FY 2019, including those identified by BFAAC and/or identified by Council.
- ADDITIONAL MEMOS TBD: BFAAC will be available to support Council throughout the year as matters may arise, welcoming requests from Council on matters where guidance can be helpful.

BFAAC appreciates Council's support of BFAAC's work and will endeavor to continue to provide the best recommendations possible on the budget and fiscal affairs of the City of Alexandria.



DEPARTMENT OF CODE ADMINISTRATION

Gregg Fields Director 301 King Street, Room 4200 Alexandria, Virginia 22314 Phone (703) 746-4200 Fax (703) 549-4589 alexandriava.gov

DATE:

JUNE 29, 2018

TO:

THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

SUBJECT: FY 2018 REPORT OF ACTIVITIES

The Building and Fire Code Local Board of Appeals is a quasi-judicial board that meets only when appeals are made relating to the Virginia building and Fire Codes. We are fortunate that the Department of Code Administration is able to resolve most disputes, leaving the board with very few cases to consider. During FY 2018, the board was not convened to hear any appeals.

The board members are required to be knowledgeable in areas relating to building construction and/or building design. In accordance with the Virginia Building and Fire Codes, the board must meet within thirty calendar days from when an appeal is filed. The board responds to requests to meet after an appeal has been filed and does not have regularly scheduled meetings. Unlike other city boards and commissions, the Local Appeals Board does not set policy or actively contribute to the Council Goals and Initiatives.

In accordance with new provisions of the Virginia Uniform Statewide Building Code, the board must now meet annually for training and the selection of officers. The Code Administration Director will contact the Board to schedule this meeting at the appropriate time. At that time, the board will discuss plans for recruitment of board members.

I am available to answer any questions that may arise from this report.

Respectfully Submitted,

Magnus Monson, Chairman 515 Fort Williams Parkway Alexandria, VA 22304

Cc: Gregg Fields, Director of Code Administration Gloria Sitton, City Clerk and Clerk of Council

CITY OF ALEXANDRIA **BOARDS AND COMMISSIONS** MEETINGS ATTENDANCE REPORT

JULY 1, 2017 THROUGH JUNE 30, 2018

COMMISSION: Dept. of Code Administration	CHAIRPERSON: Magnus T. Monson
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(Chairperson)

MEMORANDUM

DATE:

AUGUST 31, 2018

TO:

GLORIA SITTON, CITY CLERK

KARL W. MORITZ, DIRECTOR
DEPARTMENT OF PLANNING AND ZONING OFFICE OF CITY CLERK AND CLERK OF COUNCIL

FROM:

SUBJECT:

CARLYLE/ EISENHOWER EAST DESIGN REVIEW BOARD

FY 2018 ANNUAL REPORT

I am pleased to present this Annual Report for the Carlyle/Eisenhower East Design Review Board (DRB) for Fiscal Year 2018 (FY 2018), as required by City Code Section 2-4-7(i)(l). The DRB is comprised of two design professionals (Roger Lewis and Lee Quill), a citizen member (Alvin Boone), City Manager designee (City Architect Tom Canfield) and City Council Representative (John Chapman). The DRB reviews applications for development within the Carlyle and Eisenhower East area of the City. The Board provides guidance to staff and makes formal recommendations to the Planning Commission. The Board is scheduled to meet every other month, but only meets if there is a project to review. Additionally, extra meetings may be scheduled as needed.

DRB held five (5) meetings in FY 2018. Four (4) projects have been under review by the DRB: Carlyle Plaza Two, Block 20, Hoffman Town Center Blocks 4 & 5, and Block 6A.

On July 20, 2017, the DRB supported the overall design direction of the initial concept for Block 6A at the Hoffman Town Center, a conversion of an existing office building to multi-family residential use. DRB recommended continued development on the design of the building corners, including emphasizing the retail uses at the northeast corner. The DRB also voted unanimously to approve the general site plan, building placement and massing of the adjacent Hoffman Town Center Blocks 4 & 5 project. DRB directed the applicant to simplify and strengthen several aspects of the building façade on the public plaza, and expressed concerns with the architectural treatment and possible visual impact of the parking levels.

For the Block 20 project, the DRB voted to approve the site plan, residential building architecture, drop-off court, above-grade parking garage facades, and the hotel footprint and massing. DRB encouraged the applicant to study a lighter brick than that used in the adjacent Block 19 Parc Meridian building.

On September 28, 2017, again reviewing Block 20, the DRB unanimously voted to approve the design direction of the rooftop amenity spaces, the streetscape, and the design concepts for the ground level open spaces. DRB found the concepts to be successful and well-integrated with the residential building and the adjacent Parc Meridian development on Block 19, and directed the applicant and staff to resolve remaining minor issues. The hotel architecture will be reviewed separately in the future.

DRB also voted unanimously to approve the design revision of the pilotis at the base of the east and south facades adjacent to the pool terrace on the Carlyle Plaza Two project. DRB agreed with staff's recommendation to continue further design development of other design details as outlined in the staff report. The high-rise tower façade was a topic of discussion, with façade materials, balcony design and garage design and illumination identified for further design development and discussion.

On November 16, 2017, the Hoffman Town Center Blocks 4 & 5 project returned to DRB for a work session, with architecture for the seniors building presented for the first time. The podium façade was discussed in detail, with DRB providing direction to simplify portions of the southern façade, and to reconsider the treatment of the podium façade along Mill Road. The landscape design of the podium rooftop was also discussed, with DRB suggesting a more continuous and simplified approach. The Carlyle Plaza Two project also returned for a work session, with much of the discussion concerning the design details of landscape and streetscape elements. DRB made additional suggestions concerning the 16th and 26th floor terraces and the accessibility of the play area.

At its meeting of <u>January 18, 2018</u>, the DRB voted unanimously to approve the total residential floor area for Phase 1 of the Carlyle Plaza Two project, and further voted unanimously to approve the architectural design of the South Tower as presented with recommendations. Final design review of tree wells and the low-rise liner building design was slated for a future meeting.

DRB voted unanimously 5-0 to approve the architectural design of the Hoffman Town Center Blocks 4 & 5 project with the direction that the applicant work with staff on the following several design refinements as conditions of the approval. These included further study of the Mill Road podium façade, further study of the top treatment of the vertical expression on the condominium building, and study of bringing the podium landscape to the edge at the hyphen locations.

At the <u>March 15, 2018</u> meeting, the DRB approved the design of the Carlyle Plaza Two low-rise residential units lining Bartholomew Street with a condition to provide an additional option pertaining to the depth between the front and back planes of the façade.

The Block 6A residential conversion project at 200 Stovall Street was unanimously approved. The approval included the façade improvements to the structure and three additional floors of new construction. DRB directed the applicant to work with staff on two minor areas of potential adjustment, including changes to the brick design on parts of the arcade, and a revision to the

spacing of the vertical column expression from the residential floor levels to the ground level on the south elevation.

DRB attendance was as summarized in the attached table. There was no turnover of DRB membership in FY 2018.

Attachment: Attendance Form

CITY OF ALEXANDRIA BOARDS AND COMMISSIONS MEETINGS ATTENDANCE REPORT

JULY 1, 2017 THROUGH JUNE 30, 2018

COMMISSION: Carlyle and Eisenhower East Design Review Board

CHAIRPERSON: N/A

		2(017				2018								
MEMBER'S NAME	July 20	Aug	Sept 28	Oct	Nov 16	Dec	Jan 18	Feb	Mar 15	Apr	May	Jun			
Alvin Boone	x		X		x		х		х						
Tom Canfield	х		х		Х		x		X.						
John Chapman	х		x		х		х		Е						
Roger Lewis	Е		Х		х		X		Х						
Lee Quill	х	-	Е		Х		Х		Х						

INDICATE: X - FOR PRESENT, E - FOR EXCUSED, U - FOR UNEXCUSED

LIST OF THOSE WHO DID NOT ATTEND 75% OF MEETINGS:

N/A	
(FORM MUST BE SIGNED BY CHAIRPERSO	N)
APPROVED:	

Karl W. Moritz, Director, Planning and Zoning Department

CITY OF ALEXANDRIA BOARDS AND COMMISSIONS MEETINGS ATTENDANCE REPORT

JULY 1, 2017 THROUGH JUNE 30, 2018

COMMISSION: Children, Youth & Families Collaborative Commission CHAIRPERSON: Malka Zeefe

2017 2018 May **MEMBER'S NAME** Jul Aug Sep Oct Nov Dec Jan Feb Mar Apr Jun U X X X U U Ε Ameena Ashraf \mathbf{X}

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Councilman Willie

Bailey

Robin Blair

Gisselle Brown

Ronnie Campbell

Councilman John

Julie Crawford

Rose Dawson

Laura Durham

Kate Garvey

Karen Graf

Lydia Helgesen

Kurt Huffman

Jamica Littles

Mike Mackey

Gerald Mann

Tammy Mann

Gwen Mullen

Edward O'Keefe

Kelley Organek

J. Glenn Hopkins

Melissa Ann Little

Charlotte Loesch

Kevin Brown

Chapman

Brian Orrenmaa	E	X	Х	X	X	Х	E	Х	X
Stephen Parker				X	X	X	Х	X	Е
Daniel Potter	Е								
Joyce Rawlings	X		U	U	U	U	U	U	U
Isra Schuster					X	Х	E	X	E
Michelle Smith-Howard	X	X	X	X	X	Е	Х	Е	Е
Michael Suppa	X	X	Е	Е	E	Е	Е	E	Е
Eric Williams	X	X	X	X	X	X	Е	Х	X
Malka Zeefe	X	X	X	X	X	X	X	X	X

INDICATE: X - FOR PRESENT E - FOR EXCUSED

(Chairperson)

U - FOR UNEXCUSED

LIST OF THOSE WHO DID NOT ATTEND 75% OF MEETINGS:

Ameena Ashraf, Karen Graf, J. Glenn Hopkins, Charlotte Lo	esch, Edward O'Keefe, Joyce Rawlings,
	Michael Suppa
In Zufi	
(FORM MUST BE SIGNED BY CHAIRPERSON)	-
,	
APPROVED:	
Malka Zeefe	



Citizen Corps Council Annual Report July 2017 – June 2018 Submitted September 9, 2018

Introduction

On behalf of the Alexandria Citizen Corps Council (CCC), I am pleased to submit our report summarizing the previous year's major activities and accomplishments.

The Alexandria City Code in 2003 (amended in 2005) established the CCC to advise and support the City and City Council to minimize the impact of disasters through prevention, preparation, and effective response measures. The CCC regularly met on the 4th Monday of every other month at 7 p.m. in the Fire Department's headquarters.

Membership

Article T of the Alexandria City Code governed CCC activities, and in accordance with Section 2-4-150, the CCC includes fifteen members appointed by the Mayor and City Council. To date, the CCC has six vacancies -- two citizen members, one designated School Board representative, one city council representative and one law enforcement representative. Councilman Bailey currently occupies the sole city council position on the CCC. Despite the turnover, the council has continued to function with support from OEM and its affiliates.

The fifteen members are appointed as follows:

- Five citizen members (Michele McQueeney, Sam Salinas, Darla Marburger, two vacancies)
- One representative of the Alexandria Chapter of the American Red Cross (one vacancy);
- One representative of the Alexandria business community (Glen Roe);
- One representative of Alexandria civic associations (Rob Rapanut);
- One representative of the Alexandria Commission on Persons with Disabilities (Adam Osterman);
- One member in good standing of the CERT program (Marjorie Windelberg; Jerome Cordts-resigned 7/24/17)
- One citizen designated by the Alexandria School Board (one vacancy);

- One representative of the Crime Prevention Council, or an individual with law enforcement or crime prevention experience (one vacancy; Marci Greenbergerresigned 7/3/2017);
- One representative of the Emergency Medical Services Council, Medical Reserve Corps, or a person with emergency medical response experience; and (Patrick Moran)
- Two members of the city council, appointed by the mayor, who shall be non-voting members (Willie Bailey, one vacancy);
- Ex-officio member from Fire Department, OEM (Chief Corey Smedley and Brent Ruggles)

Affiliate Participation: Additional participation in the CCC regular meetings came through our affiliates: Office of Emergency Management (OEM), the Community Emergency Response Team (CERT), and the Medical Reserve Corps (MRC). City staff representing the Office of Emergency Management and the Virginia Department of Health helped to keep the CCC informed about City initiatives and priorities, which helped to formulate initiatives or positions. Representatives of the American Red Cross and Volunteer Alexandria also attended meetings as non-voting members. There was notable turnover amongst both voting and non-voting members to begin the year. The benefit of such turnover was that it encouraged a reassessment of goals.

New Officers: In September 2017, a new slate of officers for the upcoming year were elected: Patrick Moran was elected to serve as Chairman; Michelle McQueeney was elected Vice-Chairwoman; and, Adelina Bryant was elected as Secretary. They succeeded Rob Rapanut as Chairperson, Jerome Cordts as Vice-Chairman. Adelina Bryant resigned effective February 28, 2018 as Secretary when she moved out of Alexandria. Sam Salinas was elected to replace her at the February meeting.

Members: During the course of the year, membership included the following individuals:

- Patrick Moran
- o Michelle McQueeney
- Sam Salinas
- Rob Rapanut
- o Darla Marburger
- o Glen Roe
- Adam Osterman
- o Marjorie Windelberg
- o Pam Goodell (resigned 10/2017)
- o Adelina Bryant (resigned 2/28/2018)
- Stephen Hornbeck (resigned 1/24/2018)
- o Marci Greenberger (resigned 7/3/2017)
- o Jerome Cordts (resigned 7/24/2017)

o Corey Smedley and the Office of Emergency Management acted as the staff liaison to the Citizen Corps Council during the course of the 2017-2018 year. Brent Ruggles of the Office of Emergency Management provided helpful support when Chief Corey Smedley was not able to attend meetings.

Summary of Accomplishments and Significant Activities

Support of Volunteer Organizations through Period of Transition: Through much of the prior year and this year, the Citizen Corps Council supported the revitalization of volunteer organizations that had struggled to maintain consistent activities due primarily to the turnover of the city staff designated to support the training and mobilization of those groups. This was particularly true for the Medical Reserve Corps (MRC) and Community Emergency Response Team (CERT). During times of transition the CCC sought to provide support to those city staff that were tasked with continuity of operations while designated city staff were replaced. The CCC accomplished this by sharing events and offering support in maintaining email distribution lists to ensure that volunteer members of these organizations could stay engaged.

Public Outreach to Community Organizations: Consistent with the critical importance of public outreach, the Citizen Corps Council leadership discussed the value of establishing a Public Outreach officer and a Public Outreach subcommittee. In the beginning of the year, an effort was championed by Adelina Bryant, the secretary for the early part of 2018, to list all community organizations in order to identify points-of-contact (POC's) in order to establish liaison relationships with them through which preparedness strategies could be shared. This effort was taken up by Darla Marburger, upon Adelina Bryant's resignation, due to her move out of Alexandria. Subsequently A strategy was developed to engage community organizations that regularly meet and are positioned to provide essential support in case of an emergency. These organizations include faith-based organizations and homeowners associations.

University of Virginia Study: The Citizen Corps Council, championed by Adelina Bryant, connected the University of Virginia (UVA) to the Alexandria Office of Performance and Accountability in order to conduct a study of the City's current policies around that contribute to the city's emergency preparedness and issue recommendations for any changes necessary to improve preparedness. This study was to be led by a UVA graduate student. In December 2017, the designated UVA student met with members of the Office of Performance and Accountability, the Office of Emergency Management, and the CCC to discuss the study. Completion of the study was ultimately delayed, but the CCC is hopeful that the study will be completed and result in a positive outcome.

Advocate for Budget Changes to Improve Retention of Emergency Personnel: The CCC has sought to champion efforts that shall improve the retention of Emergency Personnel Staff

positions, particularly within those departments that interact with the CCC. In particular, our focus has been on raising awareness and proposing new ideas that will support greater retention within the Alexandria Fire Department, the Alexandria Health Department, the Office of Emergency Management. After witnessing the disruption that such turnover causes in the success of volunteer organizations, implementation of city goals, and ultimately the preparedness of the City, the CCC thought it critical to be a voice raising awareness of the issue and suggesting solutions. To support this initiative, the CCC submitted a letter in May 2018 to be considered while the FY19 budget was under consideration. A copy of this letter is attached.

Conclusion

The Citizen Corps Council remains committed to our mission of promoting preparedness within the city and among its stakeholders. We conclude the term detailed within this report committed to addressing the challenges our City faces in being the most prepared city it can be. This will continue to involve advocating changing the staffing policies within our city to improve retention so that long-term emergency preparedness plans, and strategies may be implemented without the inefficiencies that result in personnel turnover. Simultaneously, we shall continue to engage the community to share best practices for preparedness, while advising and supporting the City and the City Council with efforts designed to minimize the impact of a full spectrum of man-made or natural disasters and other high-risk calamites.

Respectfully,

Patrick Moran Chairman

Alexandria Citizen Corps Council

Telephone: (301) 481-6058

Email: patrick@moranstrategy.com

Attachments

- 1. Citizen Corps Council-Annual Attendance Report-2018
- 2. CCC Letter to the City Council Budget FY19, Sent May 2, 2018

APPENDIX F. ADVISORY GROUP ANNUAL ATTENDANCE REPORT TEMPLATE

CITY OF ALEXANDRIA [ADVISORY GROUP NAME] MEETING ATTENDANCE REPORT

JULY 1, 2017 THROUGH JUNE 30, 2018

CHAIRPERSON:	Patrick Moran		
CHAINI ENSON.	I au ick molan	 	

MEMBER'S NAME	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Patrick Moran (MRC	X		X		X		X		X		X	
Member)												
Michelle McQueeney	X		X		X,		X		X		X	
(Citizen Member)												
Samuel Salinas (Citizen	X		Х		E		E		Е		E	
Member)	ļ											
Darla Marburger (Citizen	X		X		Х		X		X		U	
Member)												
Rob Rapanut (Civic	X		X		E		X		X		X	
Association Member)											_	
Adam Osterman (Member	X		X		X		X		X		X	
Representing Commission												
on Persons with												
Disabilities)				\								
Glen Roe (Business	X		X		X		X		Х		E	
Community Member)												
Adelina Bryant-Cooke	X		n/		n/a		X		X		X	
(Citizen Member-			a									
Resigned)												
Pam Goodell (Citizen	n/		n/		n/a		E		E		n/a	
Member-Resigned)	a		a									
Jerome Cordts (CERT	n/		n/		n/a		X		n/a		n/a	
Member-Resigned)	a		a									
Chief Corey Smedley (ex-					X		X		X			
officio-OEM)												
Brent Ruggles (Affiliate	Х		X				X				X	
OEM)												
Joya Patel (Affiliate VDH)					X							
Zvi Gruenspecht							X					
(Affiliate VDH)												
Brandie Temple (Affiliate	X								X			
VDH)		\										

Stephen Hornbeck	X			X	X		
(Member Red Cross-	!						
Resigned)							
Ionela Lutai (Affiliate	X			X			
VolAlex)							
David Chesler (Affiliate							
Red Cross)							
Willie Bailey (Member City	Е	Е	Е	Е	Е	Е	
Council)							

INDICATE: X – FOR PRESENT E – FOR EXCUSED U – FOR UNEXCUSED

LIST OF THOSE WHO DID NOT ATTEND 75% OF MEETINGS:

- Samuel Salinas
- Willie Bailey

FORM MUST BE SIGNED BY CHAIRPERSON

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(APPROVED)	Patris Month	(Chair	person)
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May 2, 2018

Alexandria City Council 301 King Street Room 2300 Alexandria, Virginia 22314

Delivered via email

Dear Mayor, Vice Mayor, and Members of City Council:

On behalf of the Citizen Corps Council (CCC), we take this opportunity to express our support for increasing personnel funding for the Fire Department's Office of Emergency Management and Health Department to improve preparedness in our great city. We also take this opportunity to share our perspective and offer strategies to help address the challenges that the Fire Department's Office of Emergency Management and Health Department continue to face.

Through our service on the Citizen Corps Council, we have observed significant difficulties faced by both departments in retaining staff, which has led to numerous difficulties in implementing and continuing essential programs. We find that the difficulties in retention are due in combination to high costs of living in the City of Alexandria and noncompetitive pay and benefits packages for Emergency Services personnel. This is a particularly significant factor as we continue to lose high-performing personnel in grant-funded positions to non-grant-funded positions in neighboring jurisdictions. Further support for increasing funding to support retention of Emergency Services Personnel lays in the City's inability to yield the full return on professional development and training investments as highly-trained and qualified individuals from the Fire Department and Health Department continue to choose to join neighboring jurisdictions after they receive the training and experience provided and paid for by the City of Alexandria and it's many taxpayers. This must be addressed, as it is a significant obstacle for good governance and emergency preparedness in our city. We applaud proposals for the FY19 budget to allocate funding for increased compensation for Emergency Services Personnel and encourage additional steps to extend benefits to long-term grant-funded personnel.

In addition to the increased funding to improve retention and achieve a greater return on investment for taxpayer funded training, we also support increases in funding to enable hiring additional FTEs to increase the city's preparedness. We must recognize and appreciate Alexandria's leadership in emergency management across the entire National Capital Region (NCR) in large part to OEM's intensely collaborative approach to emergency planning. Yet, we cannot allow Alexandria's leadership in the region to be rationale to stand by as our Office of Emergency Management, Fire Department, Health Department, and Police Department staff face resource constraints. We encourage the City Council and the City Manager to continue to take the time to sit, listen, and work to find solutions to approve funding requests from the leadership team of the Office of Emergency Management for staff, or as appropriate, equipment and infrastructure, to meet all best-practices and recognized standards, including those staffing recommendations for each emergency apparatus issued by the National Fire Protection Association (NFPA). It is unacceptable that the City of Alexandria does not meet current minimum standards, and we applaud the budget proposal that would increase our numbers to meet the standard across the city.



To further support our goals of increased preparedness and parallel goal of increased retention of Emergency Services Personnel, we now take this opportunity to encourage a fresh look at the City's Flexible Homeownership Assistance Program for closing cost and down payment assistance in order to increase the program's accessibility and appeal to Emergency Services personnel. In review of the publicly available eligibility criteria for the program, maximum homes sales price to qualify for assistance should be increased from the current maximum of \$409,000.00 to a new home value maximum of at least \$500,000.00 to enable homeownership in any neighborhood within the City including those that are traditionally most expensive, such as Old Town and Del Ray. To ensure that limitations aren't faced again in the near future, we suggest that the maximum home value criteria be adjusted annually to maintain neighborhood accessibility as property values continue to increase. To further increase accessibility, we also recommend that the program be made available and marketed as a resource available for open market housing listings. Additionally, we recommend that further research be conducted via survey with current city staff and Emergency personnel to determine what aspects of the program or other relevant programs criteria are appealing and unappealing to potential applicants so that changes may be made to increase appeal and accessibility of assistance.

We feel that Alexandria's Emergency Services personnel should have every right to take advantage of homeownership programs in our great City. By adding special criteria or set-aside assistance for Emergency Personnel that promote increased homeownership in Alexandria would be a critical step to providing our City's heroes an opportunity that is well-deserved. As each member of the City Council can appreciate, a special perspective and love comes with living and working within the city. This perspective is a largely untapped resource and potentially huge asset that we must cultivate via a greater percentage of City Staff and particularly City Emergency Services personnel living in the city they serve and are willing to sacrifice.

To close, we ask the Mayor, City Council, and City Manager to continue to support our Office of Emergency Management and the Alexandria Health Department. In this support, doing all that is possible to make compensation competitive, while also allocating funds to support any existing and future requests for additional FTE, equipment, and infrastructure will be hugely beneficial in the preparedness of our city, as will reviewing the City's Flexible Homeownership program or potentially creating an alternative route to increase homeownership by the City's Emergency Personnel in Alexandria.

We are happy to contribute further to how to best implement a strategy of increased and focused availability of affordable housing among other competitive benefits to our emergency services staff and other city personnel. You can reach me by phone (301) 481-6058 or email (patrick@moranstrategy.com) to facilitate a future group discussion.

Very Respectfully,

Patrick Moran Chairman

Alexandria City Citizen Corps Council

City of Alexandria Alexandria Commission for the Arts Annual Report July 2017– June 2018

Summary of Accomplishments

The Alexandria Commission for the Arts Roles and Responsibilities per City ordinance (Article K, Sec. 2-4-91):

- Advise Alexandria City Council with regard to policies that will strengthen the arts and further public access to the arts and cultural matters identified by the City Council
- Establish and periodically review criteria and standards for arts grant applications for city funds and accountability for the use of such funds;
- Allocate from such funds to eligible organizations and activities as may be appropriated by the City Council for such purpose;
- Review the public art annual work plan as developed by the office of the arts and a work plan task force and make recommendations to the city council as part of the budget process;
- Review and approve public art project plans for specific public art projects, and to review and approve artist selection and concept development;
- Create committees and task forces, as necessary, to focus on public art project development and artist selection:
- Review proposals for donations of public art and commemorative art and make recommendations to the City Council;
- Collaborate with the Alexandria Office of the Arts on public art project evaluations;
- Support public communication and outreach as related to the arts; and,
- Serve as citizen liaisons to City planning initiatives when public art is involved.

Within these guidelines as outlined by City Council the Alexandria Commission for the Arts accomplished a great deal for the arts during the 2017-2018 fiscal year.

Meetings

- The Commission maintained a quorum at all meetings and met every month of the 2017-2018 fiscal year. Additionally, the Commission held retreats in August 2017 and February 2018. The Commission's standing Executive Committee meets monthly as well and four additional standing committees meet on a regular basis: Advocacy and Outreach, Arts Education, Social Media, and Grants. Further, each standing committee has at least one member of the community serving in addition to current Commissioners.
- The Commission has liaisons appointed to serve the following groups: Alexandria Arts Alliance and Waterfront Commission.
- The Commission supported, worked with, and engaged the following Task Forces during this year:
 - Public Art at Simpson Park
 - Public Art at Lake Cook
 - Torpedo Factory Art Center Community Engagement

- Public Art at Duke Street Tunnel
- Public Art Annual Work Plan
- Grant Review Task Force
- DASHing Words in Motion
- Public Art at Trails and Paths
- Public Art at Burke Library
- Public Art Artist Residency (Alexandria Renew)
- Public Art at King Street Park at the Waterfront
- Art Purchase Awards
- Voting Sticker Project

Policy Accomplishments

- Bylaws for the Alexandria Commission for the Arts were created and submitted to the City for approval in May 2018, with City approval granted in June 2018.
- The Commission took action on the following:
 - Approved Duke Tunnel Project artwork and timeline
 - Reviewed Office of the Arts-initiated Durant Center space rental restructure
 - Created, approved and submitted Commission Bylaws to the City
 - Approved Commission participation in annual City-wide event to increase public awareness for the Commission for the Arts: Scottish Christmas Walk
 - Approved City arts grants for operating and program funding for FY2018 through the award of 23 grants to local artists and arts organizations dedicated to providing meaningful artistic programming to the Alexandria community in conjunction with the City's goals and the goals of the Arts and Culture Plan
 - Reviewed the Arts and Cultural District portion of the Old Town North Small Area Plan and endorsed it in concept in letters to the Planning Commission and City Council
 - Approved the appointment of Brian Kelley and Marta Ali to Annual Work Plan Task Force
 - Approved artwork for Art Purchase Awards
 - Approved Alexandria Voter Sticker Art Project for 2018 November elections
 - Approved letter and advocated in support of Special Events Policy change at King Street Waterfront Park
 - Approved letter and advocated in support of full funding of the Capital Improvement Program for Public Art and a sustainable and meaningful Arts Grant program

Member Activities

- Commissioners frequently attend and take part in arts and cultural activities and events throughout our great City
- Commissioners initiate fact-finding "Council Coffees" with City Council members and candidates
- Commissioners individually visit additional City boards and commissions for the purposes of increasing and nurturing working relationships with various City boards and commissions
- Commissioners often host informative speakers at regular Commission meetings

- Commissioners conducted Torpedo Factory Community Engagement surveys at 2018 Art on the Avenue
- Commission retreat August 24, 2017
- Commission retreat February 17, 2018

Goals for FY2018

- The Commission for the Arts strives to increase the visibility and awareness of the arts in Alexandria, reach and serve underserved populations and connect with the community through new and exciting ways, including implementation of the <u>Art and Culture Master Plan</u> and <u>Public</u> <u>Art Implementation Plan</u>. This includes the following goals for FY2018:
 - Create awareness and enthusiasm for how art affects and influences all parts of life,
 beginning with the 2018 Voting Stickers public art project;
 - Revamp the Arts Grant Program by streamlining the application and creating new grants that highlight innovation and Alexandria's culturally diverse populations;
 - Seek out opportunities for Commissioners to frequently and meaningfully connect with the public on arts opportunities in Alexandria;
 - Connect substantially with arts educators and schools, including Alexandria City Public Schools, and further relationships between arts organizations and students;
 - o Streamline Commission roles through further defined expectations and processes;
 - Explore and encourage increased City resources devoted to the arts;
 - Advise City Council and the City on improving arts input in City planning processes;
 - o Discover the arts-related interests, suggestions and questions of City Council; and,
 - Extend City public art outreach, support and education to additional populations.

Leadership

- Officers for FY2018 were:
 - Matthew Stensrud, Chair
 - o Allison Nance, First Vice Chair
 - Catherine Barrett, Second Vice Chair
 - Karen Thomas, Secretary
- Officers for the upcoming year were elected at the June 2018 meeting:
 - o Matthew Stensrud, Chair
 - o Gayle Converse, First Vice Chair
 - Chris Kurowski, Second Vice Chair
 - Tamsin Green, Secretary
- During the course of the year, membership included the following individuals:
 - Marta Ali, appointed June 2018
 - Lisa Baranello, resigned November 2017
 - Catherine Barrett
 - Beth Coast
 - Susie Cohen
 - Gayle Converse
 - Michael Detomo, resigned March 2018

- Shirley Downs
- Kate Elkins
- Susan Amber Gordon
- Tamsin Green
- Allison Heck
- Brian Kelley, appointed May 2018
- Chris Kurowski, appointed December 2017
- Sara Lavan
- Allison Nance
- Shaan Shuster, appointed November 2017
- Matthew Stensrud
- Karen Thomas, resigned, April 2018
- Paige Vondenkamp resigned, October 2017
- Matthew Harwood acted as the City staff liaison to the Commission for the Arts.

Attachments

- 1. Commission committee reports FY2017-2018
- 2. Commission and grantees events/projects photographs FY2017-2018
- 3. Letter to City Council regarding Special Event Policy at Interim King Street Waterfront Park
- 4. Letter to City Council regarding Budget Priorities for FY2019
- 5. Email to City Council regarding Old Town North Arts District Text Amendment Considerations

Alexandria Commission for the Arts Annual Report July 2017– June 2018

Committee & Liaison Reports

Arts Commission Advocacy and Outreach Committee Report

The Advocacy and Outreach Committee organized the Commission's participation in the 2017 Scottish Christmas Walk. Commissioners marched the parade route pulling, pushing and carrying hand-crafted penguins created by a Torpedo Factory artist and made by the City's youngest citizens. The Committee assists with Commission communications, supports City arts events and meetings and works to enhance the visibility of the Commission and the arts throughout Alexandria.

• Arts Commission Grants Committee Report

The Alexandria Commission for the Arts has a standing Grants Committee, comprised of Commissioners as well as community volunteers with relevant expertise. The Grants Committee oversees the grants application procedures and makes grants policy recommendations to the Commission. Each year, a Grants Task Force is appointed, which is comprised of Commissioners as well as community volunteers with expertise in arts non-profit management and grant making. The Grants Task Force reviews all of the eligible grant applications from nonprofit arts organizations. On April 10, 2017, the FY18 Grants Task Force met to discuss and score the grant applications. These scores were used by the Grants Committee and Staff to present funding recommendations to Commission.

• Arts Commission Arts Education Committee Report

The Education Committee strives to support and promote the value of arts and culture by nurturing, celebrating and investing in high quality arts experiences in our community and our schools. The Committee has worked with Alexandria City Public Schools (ACPS) regarding two projects, the first of which supports visual and performing ACPS arts educators. Torpedo Factory artists and performance art facilitators plan to conduct professional development workshops to expand and enhance the skills of the teachers. Additionally, the committee has worked with ACPS on the development of a directory of arts organizations which the school system may utilize to provide arts education and enrichment for in-school, after-school and summer student programs. The Committee also continued its endorsement of the planning of the popular annual juried All-City High School Art Show.

Arts Commission Social Media Committee Report

In February 2018, the Alexandria Commission for the Arts established a Social Media Committee to manage the Commission's new Facebook and Instagram accounts. The goal of this Committee is to foster Alexandria's arts and cultural reputation by showcasing our City's offerings; educating our followers on the importance of the arts to our community, the role of the Commission, and ways to get involved; in an effort to further connect with organizations, artists, art lovers, patrons, and City influencers. We are pleased with initial response to our social media

presence. We now have approximately 400 followers on Facebook and 1,050 followers on Instagram and have high levels of engagement with both artists and arts patrons in our City. Want to keep up with us? Our handle is @AlexandriaArtsCommission on both platforms.

• Waterfront Commission Liaison Report

During the 2017-2018 Fiscal Year, the Waterfront Commission focused on methods to activate the Waterfront. It requested City Council to reaffirm its commitment to maintain funding for both capital outlays and maintenance on the Waterfront, and to consider alternative means of financing. The Waterfront Commission desired to maintain an active Waterfront during construction and flood mitigation; supported Scott Shaw's Tall Ship Providence Foundation; supported development of a temporary King Street Park on the Waterfront and supported a public art sculpture in King Street Park The first "temporary sculpture by the New York artist, Mike Szivos of SOFTlab, will be installed in the spring of 2019.

• Arts Alliance Liaison Report

The Arts Alliance is a nonprofit coalition of arts organizations, artists and arts advocates who work together to advance and advocate for the arts in Alexandria. It provides monthly meetings designed to promote professional growth, collaboration and networking. The Arts and Economic Prosperity Study is an example of this collaboration. This analysis showed that the arts in Alexandria is a \$111.8 million industry with 2,628 full-time equivalent jobs generating \$32 dollars over and above ticket sales in activities such as dining and retail sales.

Alexandria Commission for the Arts Annual Report July 2017– June 2018

Project and Event Photographs



QuinTango Concert June 2018



Jane Franklin Dance March 2018



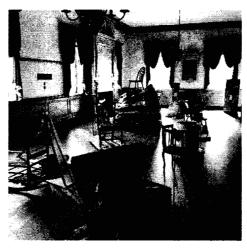
Poetry Workshop, Durant Center April 2018



Alexandria Commission for the Arts Meeting January 2018



Time & Place "the Finest Amenities"



Time & Place "Centennial of the Everyday"





Alexandria Commission for the Arts Scottish Walk, December 2018



Art Purchase Awards, 2018

City of Alexandria Commission for the Arts



Commission for the Arts

Matthew Stensrud

Chair

Allison Nance

Vice Chair

Catherine Barrett

Vice Chair

Tamsin Green

Secretary

Beth Coast

Susan Cohen

busun Conen

Gayle Converse

Shirley Downs

Kate Elkins

Amber Gordon

Allison Heck

Brian Kelleu

Chris Kurowski

Sara Lavan

Shaan Shuster

June 15, 2018

To: Mayor Allison Silberberg

Vice Mayor Justin Wilson

Councilman Willie Bailey

Councilman John Taylor Chapman

Councilman Tim Lovain

Councilwoman Redella Pepper

Councilman Paul Smedberg

Cc: Mark Jinks, City Manager

Re: Special Event Policy at Interim King Street Park

The Alexandria Commission for the Arts thanks you for your continued support of arts and culture in Alexandria, including your recent approval of the Old Town North Arts and Culture District. We look forward to working with the Planning Department and Old Town North stakeholders to activate this plan to its maximum

potential.

Today, we are reaching out in support of a waiver of the current special events policy at Interim King Street Park at the Waterfront. At our May meeting, the Commission unanimously supported the staff recommendation of a one-year waiver to this policy. This will allow special events—including rotating public art, hands-on Mobile Art Lab experiences, activities with local artists and arts organizations, and small concerts and other performances—on consecutive weekends at the Interim King Street Park at the Waterfront.

We look forward to the activation of the Waterfront at Interim King Street Park and ask to receive updates from staff on its impact during this trial phase. Thank you again for your support of the arts in the Alexandria and at the Waterfront.

Artfully Yours,

Matthew Stensrud, Chair

Alexandria Commission for the Arts

City of Alexandria Commission for the Arts



Commission for the Arts

Matthew Stensrud

Chair

Allison Nance

Vice Chair

Catherine Barrett

Vice Chair

Karen Thomas

Secretary

Beth Coast

Susan Cohen

Gayle Converse

Michael Detomo

Shirley Downs Kate Elkins

Susan Amber Gordon

Tamsin Green

Allison Heck

Sara Lavan

Shaan Shuster

December 15, 2017

To: Mark Jinks, City Manager

Cc: Mayor Allison Silberberg

Vice Mayor Justin Wilson

Councilmember Willie Bailey

Councilmember John Taylor Chapman

Councilmember Tim Lovain Councilmember Del Pepper

Councilmember Paul Smedberg

Emily Baker, Deputy City Manager

James Spengler, Director, RPCA

Diane Ruggiero, Deputy Director, Office of the Arts

Matthew Harwood, Liaison

Re: Budget Priorities for FY2019

The Alexandria Commission for the Arts thanks you for your continued support of arts and culture in Alexandria, from maintaining and strengthening the City's Arts and Culture Plan to sustaining the Public Art Policy for new development in the City. Alexandria's creative culture advances the City's economic goals and makes Alexandria a dynamic and attractive place to live, work and visit.

This artistic and economically compelling vision for Alexandria must be supported with substantial financial backing from the City. Last year, funds for Public Art Acquisition were slashed in half. Over a number of years, funds for arts grants for local non-profit organizations has been cut by over 20%. Increasing funding for the arts through both the Capital Improvement Plan and Operating Funds better aligns the City with the FY2017-2022 Strategic Plan and supports the City's interest in maintaining a high-rate of resident satisfaction with cultural, arts and music activities as outlined in the "Flourishing Arts, Culture & Recreation" thematic area and corresponding indicators.

We also recognize the financial challenges facing the City – from sewers to schools and roads to the waterfront. But arts and culture is also big business. Alexandria's nonprofit arts and culture sector is a \$111.8 million industry supporting more than 2,600 full-time jobs, generating over \$56 million in household income to local residents and contributing \$7.5 million in state and local revenue. These economic impact stats are from the Americans for the Arts' *Arts & Economic Prosperity 5* study and the latest results were recently presented by the Office of the Arts. Arts and culture is a significant part of Alexandria's economy and City support only enhances this contribution.

City of Alexandria Commission for the Arts



With this, the Commission for the Arts would like to put forward the following priorities for the FY2019 budget:

- Sustain Operating and Project Arts Grants
 - o Continue to fund Arts Grants at the current amount of \$170,000
- Establish a Community Engagement Grant
 - Establish with the Office of the Arts a grant for arts organizations to engage the community, with an initial focus of education, after-school and summer-school arts programming for Alexandria's youth at an amount of \$30,000 a year
- Focus on High-Attendance and High-Impact Programming
 - o Continue diverse, well-attended and meaningful programming even if it revenue neutral

If cuts are absolutely necessary, we encourage the City to consider the following:

- Ensure Special Events Funds are not drawn from Arts and Culture Funds
- Decreasing Funds for the Mobile Art Lab
- Decreasing Funds for Low-Attendance Programming

Now is an opportunity to look at the arts in a bold new way—as essential to our most pressing challenges, from educating our children during school and non-school hours, to activating public spaces within retail corridors and the new waterfront, to strengthening our community by celebrating our diversity and inclusiveness. We encourage the City to increase investment in the arts and creativity through sustaining the Operating and Project Arts Grants, establishing a Community Engagement Grant, and continuing to focus on high-attendance and high-impact programming.

Thank you for your consideration of our priorities for FY2019 and we look forward to working with you to create a more artistic Alexandria.

Artfully Yours,

Matthew Stensrud, Chair

Alexandria Commission for the Arts

Matthew Stensrud | 3006 Landover Street | Alexandria, VA 22305 mstensrud@gmail.com | 513.703.8012

April 3, 2018

Planning Commission City of Alexandria 301 King Street Alexandria, VA 22314

Re: Item #9, Proposed Arts and Cultural District Text Amendment

From: Matthew Stensrud, Chair, City of Alexandria Commission for the Arts

The Commission for the Arts has appreciated being involved in the discussion process regarding the Old Town North Proposed Arts and Cultural District and the corresponding text amendment. At the Commission's meeting on February 20, 2018, we endorsed the proposed text amendment for an Arts and Cultural District in Old Town North with the following recommendations:

- Increase total floor area for Arts and Cultural Anchor Spaces to 150,000 as opposed to the 50,000 currently proposed by City staff;
- Ensure the Office of the Arts works collaboratively with Planning and Zoning to manage the development conditions;
- Allow relevant City bodies, including the Commission for the Arts, to review and provide comment at several stages as the implementation process continues; and,
- Ensure alignment of the Old Town North Arts and Cultural District with the Arts and Cultural Master Plan 2016-2026 through current City processes.

As Chair, I can provide some additional insight into the more pertinent aspects of these recommendations based on recent discussions of City Council.

The current Small Area Plan allows for 250,000 of square feet for Arts and Cultural Anchor Spaces. While we understand staff's interest in a trial phase, we recommended an increase to 150,000 to truly open the possible anchors to new visual and performing arts entities that might encapsulate the vision expressed by City Council during their discussion on March 20th. With a current project including MetroStage expected around 8,000 square feet and the Art League currently at capacity with a 20,000 square foot annex plus over 6,000 square feet at the Torpedo Factory, it is easy to envision two projects with current arts anchors in Old Town North using over 75% of the square footage allotted in the trial phase. The Commission does not find that this allows for developers and arts anchors to envision invigorating and community-centered spaces. Rather, an increase to 150,000—or even 100,000 or 75,000 square feet—would still provide a trial phase while broadening the impact to reach the 'vision' status aspired by City Council and the arts community.

Alexandria takes pride in its recognition as an arts destination and the creation of an Arts and Cultural District through this text amendment is a strong step by the City to show support for both current arts entities while enticing other anchors to consider Alexandria as their home. While we understand the concerns of the Alexandria Housing Affordability Advisory Committee regarding the use of a density

Matthew Stensrud | 3006 Landover Street | Alexandria, VA 22305 mstensrud@gmail.com | 513.703.8012

bonus in return for space specific to the arts, it should be mentioned that the Arts and Cultural District overlay is only a portion of the Old Town North Small Area Plan, and developers can consider both arts spaces and affordable housing when proposing new projects. Additionally, affordable housing incentives are still in place outside of this overlay and across the City.

Finally, we encourage Planning and Zoning to closely work with the Office of the Arts and consult the Arts and Cultural Master Plan 2016-2026 during implementation. We also suggest Planning and Zoning continue to update relevant bodies, including the Commission for the Arts and the Alexandria Housing Affordability Advisory Committee, so we can continue to advise the City to the best of our ability.

Thank you to City staff for keeping the Commission for the Arts involved in this process and thank you to the Planning Commission for considering our recommendations regarding the Old Town North Arts and Cultural District text amendment. As always, we are here to advise the City on activities and policy regarding the arts and we look forward to continuing to provide the Planning Commission with our insight and perspective during the implementation of this District.

Artfully Yours,

Matthew Stensrud

Chair, Alexandria Commission for the Arts

CC: Diane Ruggiero, Office of the Arts Heba El-Gawish, Planning and Zoning Jeffrey Farner, Planning and Zoning

CITY OF ALEXANDRIABOARDS AND COMMISSIONS MEETINGS ATTENDANCE REPORT

JULY 1, 2017 THROUGH JUNE 30, 2018

COMMISSION: Alexandria Commission for the Arts CHAIRPERSON: Matthew Stensrud

		2017							2018				
MEMBER'S NAME	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	
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Catherine Ahern Barrett	Е		U	X	X	X	X	X	X	X	X	Х	
Lisa Baranello	Е		U	Resig	gned 10	/ 15/201	7			1		1,740	
Beth Coast	X		X	X	X	X	X	X	X	Е	X	U	
Susan Cohen	X		X	X	X	X	X	X	X	X	X	Е	
Gayle Converse	X		X	X	X	X	X	X	X	X	X	Х	
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Shirley Downs	Е		U	U	X	X	X	Х	X	X	X	X	
Kate Elkins	X		X	Е	X	X	Х	X	X	X	X	Х	
Tamsin Green	X		X	Е	U	X	X	X	X	Х	Х	X	
Susan Amber Gordon	Е		Е	Е	Е	Е	Е	Е	Е	Е	X	Е	
Allison Heck	X		X	E	X	X	X	X	U	X	X	U	
Brian Kelley	Appoi	nted	·				1	<u> </u>	,		X	Х	
Chris Kurowski	Appoi	nted				X	X	X	X	X	X	X	
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Allison Nance	X		X	X	X	X	X	X	X	Х	Е	U	
Shaan Shuster	Appoi	nted			Х	X	Е	U	X	X	Х	U	
Matthew Stensrud	X		X	X	Х	Е	X	X	X	X	X	X	
Karen Thomas	X		X	X	Е	X	X	X	X	Resig	ned		
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LIST OF THOSE WHO DID NOT ATTEND 75% OF MEETINGS:

Sara Lavan – resigned July 2018	
Susan Amber Gordon – excused exte	ended leave due to cancer treatment
Subail 1 illioon Conden Circumstance	

(FORM MUST BE SIGNED BY CHAIRPERSON)

APPROVED:

(Chairperson)

The Alexandria Commission on Aging

Annual Report

To

the Alexandria City Council

for

FY 2018



Respectfully Submitted

Ву

Barbara (Babs) Waters, Vice Chair

on behalf

Bob Eiffert, Chair

August 2018

The Alexandria Commission on Aging Annual Report to the Alexandria City Council for FY 2018

Alexandria City Council

The Honorable Allison Silberberg, Mayor The Honorable Justin Wilson, Vice Mayor

The Honorable Willie F. Bailey, Sr. Councilman
The Honorable John T. Chapman, Councilman
The Honorable Timothy B. Lovain, Councilman
The Honorable Redella S. "Del" Pepper, Councilwoman
The Honorable Paul C. Smedberg, Councilman

Commission on Aging Members

(No new members and no term expirations)

Bob Eiffert, Chair Babs Waters, Vice Chair Michael Kreps, Secretary

(Officers were re-elected at the May 2018 meeting to serve in 2019)

Mary Lee Anderson

Charles Bailey David Kaplan

Sharon Dantzig Pat Killeen

Tiffany Del Rio Jane King

Alan Dinsmore Jim Lindsay

Joan Dodaro Jan Macidull

Carol Downs Mary Parker

Cedar Dvorin Councilwoman Del Pepper

Christine Fulgencio Denise Mackie-Smith

Staff support: Debbie Ludington, DCHS

Commission on Aging Liaison Commissions and Organizations

Department of Community and Human Services Affordable Housing Advisory Committee

Division of Aging and Adult Services Goodwin House

AARP INOVA Alexandria Hospital

At Home in Alexandria (AHA) Partnership for a Healthier Alexandria

Alexandria Adult Day Services Center Senior Center at Charles Houston

Alexandria Commission on Persons with Disabilities Senior Services of Alexandria

Alexandria Commission for Women St. Martin de Porres Senior Center

Alexandria Human Rights Commission Successful Aging

Alexandria Police Department

Virginia Hospital Center

Alexandria Department of Recreation, Parks and Cultural Activities

Arlington County Commission on Aging

The Alexandria Commission on Aging (COA) is comprised of 21 members appointed by the Alexandria City Council. According to City Ordinance, the Commission is responsible for "identifying the needs of the elderly, developing overall planning to meet those needs, evaluating service delivery plans as implemented, and advocating on behalf of the elderly." In 2017, the full Commission met ten times, the executive committee met eleven times. The COA's standing committees met numerous times to address the goals and objectives of the Strategic Plan on Aging approved by the Council in 2012.

The original seven goals listed below, represent the framework for the Strategic Plan on Aging approved in 2012 and serve as a guide for the FY17- 18 Commission on Aging Annual Report. It also provides a model for the AARP/WHO Age-Friendly Community Plan which was completed by the Commission on Aging in 2018.

The City of Alexandria: Member of the AARP/WHO Network of Age-Friendly Communities

As is demonstrated in the following reports on its priorities and accomplishments, the COA has been committed to a strategic approach to advocating on behalf of the older residents of Alexandria. Following the City Council's approval of the "Alexandria of Our Future, a Livable Community for All Ages, Strategic Plan on Aging, 2013 to 2017," the COA has focused intently on the plan's goals, based on the characteristics of a livable community, refined them as needed, and developed a committee structure that enabled it to concentrate steadily on the priorities essential to meeting the goals.

Because the current plan ended in 2017, the Commission sought the approval of the Mayor and City Council to join the AARP/WHO Network of Age-Friendly Communities, which provides the Commission a framework for planning its advocacy goals on behalf of older residents for 2019 through 2021. The AARP/WHO role is to assure a sound planning and evaluation process for creating an age-friendly plan, but in no way do the two organizations determine the goals that the city chooses. The Mayor and City Council, following recommendations of the Commission on Aging and a broad range of stakeholders, made the final determination of the plan's contents.

The Strategic Plan on Aging approved by the City Council in 2012 was developed after intensive efforts to gain the understanding of the needs of aging residents in the City. It has become apparent, however, to DAAS, The COA, the Alexandria Council of Human Services Organizations (ACHSO) and many other organizations in the City that a more robust analysis and response to the needs of older minority residents is needed.

The diversity of Alexandria's population is one of the City's defining characteristics. Because aging may pose a variety of special challenges to minority populations, diversity is a major and cross-cutting priority for Alexandria's Age-Friendly Plan, and will be reflected in the "domains" that AARP/WHO recommend as the essential elements of an Age-Friendly Community.

AARP/WHO define the characteristics of age-friendly communities (or livable communities), which comport with the characteristics as articulated in the City's current plan, as domains, and include the following domains:

Outdoor Spaces and Buildings: Availability of safe and accessible recreational facilities and other spaces and buildings.

Transportation: Safe and affordable modes of private and public transportation.

Housing: Availability of home modification programs for aging in place as well as a range of affordable and accessible, age-friendly housing options.

Social Participation: Access to leisure and cultural activities, including opportunities for older residents to socialize and engage with their peers as well as with younger people.

Respect and Social Inclusion: Programs that promote ethnic and cultural diversity, as well as multigenerational interaction and dialogue.

Civic Participation and Employment: Paid work and volunteer activities for older residents and opportunities to engage in the formulation of policies relevant to their lives.

Communication and Information: Access to communications technology and other resources so older residents can connect with their community, friends and family.

Community Support and Health Services: Access to home-based care services, health clinics and programs that promote wellness and active aging. as noted above,

Goal 1: Communications and Outreach

Goal One: Communication about programs and services available to older Alexandrians and adults with disabilities is readily accessible to all in a variety of formats and languages and is presented in many and diverse venues

FY 2018 Accomplishments:

- Participated in Diversity Committee listening sessions held at St. Martin de Porres Senior Center, Charles Houston Senior Center, Annie B. Rose House, and The Fountains.
- Provided information about programs and services each month for *Aging Well in Alexandria* newsletter that is distributed to approximately 70 congregations in Alexandria.
- Developed a short survey for use in focus groups.
- Expanded Communications Committee from three to six members (including additional COA member, SSA staff and a current Senior Ambassador) to gain additional ideas, input and

- insight into accomplishing Committee goals.
- Committee member is interviewing local pharmacists and grocery store managers over the summer regarding the type of information that might be helpful to distribute to their older customers and their families, and to see if a permanent "senior information corner" might be established.
- Committee member (SSA staff) conversed with Meals on Wheels staff to identify what issues
 have surfaced concerning the needs of seniors who utilize Meals on Wheels (transportation
 is a primary need).

FY 2019 Priorities:

- Contact Human Resources Departments in local companies and government agencies to provide information to employees who may be caregivers.
- Develop a packet of information for local pharmacies and grocery stores to distribute to older residents and their families.
- Interview a social worker or legal services staff for an article about power of attorney, POST, contingency plans and what one can do before a crisis arises

Goal Two: The Senior Ambassador Program is implemented in communities throughout the City.

FY 2018 Accomplishments:

- Utilizing the findings of Committee member who is a Senior Ambassador in Committee's plan of action.
- Communicated with Diversity Committee to better understand the needs of older persons whose primary language is Spanish (need for information in English was expressed for use by family members).

FY 2019 Priorities:

- Host a panel discussion featuring panelists from diverse communities to better understand "what aging looks like" in diverse communities - what the Committee needs to be aware of in terms of being more culturally competent and aware; where and how people access information; and appropriate ways of disseminating information; and what we can learn about aging from other cultures.
- Utilize work through faith communities and other community organizations that provide information and services to older residents.
- Provide packet of information to businesses that serve diverse communities.
- Identify leaders within diverse communities who may be interested in becoming Senior Ambassadors.

Goal 2: Housing

In preparing for the Age Friendly Community planning process, AARP conducted a survey of older Alexandrians to assess their perceptions of "livability" in eight domains. In the Housing section, Alexandria's lowest scores were in overall housing costs and housing accessibility. Affordable housing ranked as the greatest need in the City. Affordable assisted living also ranked highly.

Alexandria's new housing development focuses primarily on upper-income young families, in buildings that lack modifications and neighborhood amenities needed for aging in one's home. The demand for affordable housing continues to rise, especially for those on fixed incomes, i.e., seniors. Challenges to older home owners include rising property taxes on previously lower-value properties as well as rising market rate rents.

FY 2018 Accomplishments:

 Active involvement on and collaboration with City-sponsored groups addressing housing affordability. Bill Harris continues to represent the COA's Housing Committee on the Housing Affordability Advisory Committee. Mary Parker serves on Alexandria Commission on Persons with Disabilities and chairs its Housing Committee. Bob Eiffert served on the City/Schools Facilities Task Force. Jan Macidull served on the Resolution 830 Advisory Group.

Through close working relations with City officials and staff, the Commission influenced the addition of affordable accessible living units in the City's Housing Master Plan. A major cooperative accomplishment by the Commission, with City support, has been the development of criteria to use when the Commission reviews development projects that could include affordable assisted living and/or assisted living units. (See Goal 3.) The Housing Office is also expanding its annual apartment and condo survey and resource list to include criteria important to adults seeking housing amenities helpful to seniors and those with disabilities.

• Collected and analyzed Alexandria's senior-related housing data. In 2016, Alexandria's 60+ population was 22,733. 29.6% were non-white. 2,686 residents age 55+ lived in poverty. Of those ages 65+, 3,906 had a disability. These statistics suggest a strong need for affordable housing and assisted living.

Alexandria continues to lose affordable housing units. Since 2000, the number of market rate affordable rental units declined by 90%, from 18,218 to just 1,749 in 2016. There are 568 subsidized senior and disabled independent living units in the City. Affordable assisted living for middle- and lower-income seniors is almost non-existent. (Monthly market rates begin around \$6000.)

Fewer than 6% of the rental housing units in Alexandria are affordable to households earning 50% of the Area Median Income that, for the Washington metro region, ranged in 2017 from \$46,380 for a one-person household to \$66,180 for a four-person household. (The full Area Median Income in 2018 is \$117,200.) The average rent for two-bedroom apartments in Alexandria increased by 104% from 2000 to 2018. The increase in assessed value of residential property in the City rose 187% during the same period. Owner-occupied units' median monthly costs went down slightly to \$2217 from \$2380. These levels of expense cannot be afforded by many older middle and lower-income residents living on fixed incomes. Hunger Free Alexandria reports an increasing demand at its food banks as the percentage of monthly funds needed for housing rises. Out-migration by low- and middle-income seniors continues to be a concern.

 Explored ways City housing funds are and can be set for housing that does or could include the elderly Both ownership and rental housing continue to be constructed in the City; however, most of the new supply is not affordable to persons with incomes at or below 60% AMI. The future demand for new affordable units is reported by the Northern Virginia Affordable Housing Alliance to be approximately 60,000 by 2023, Alexandria's Affordable Housing Trust Account develops about 75-100 units per year. Formal meetings with the Offices of Housing, Planning and Zoning, and ARHA were held to explore ways housing for the elderly can be incorporated into new and renovated facilities/sites as well as existing and new profit and not-for-profit development projects promoted and ultimately approved by the City. The Committee advocated in public sessions for developers to build "housing for a lifetime" that meets livability and universal design standards suitable for all ages and abilities.

- Explored as well as reviewed and commented on development projects that do or could include the elderly. With the Office on Housing, the COA monitored and provided input on development projects that could include senior residences, including ARHA redevelopment projects, Church of the Resurrection, Fairlington Presbyterian Church, Sunrise Washington Street, Silverado Memory Care, , and a proposed assisted living/memory care facility in Potomac Yards. Results: Two units proffered at 60% market rate at Silverado Memory Care; two auxiliary grant units for 40 years at Sunrise North Washington Street; and negotiations underway to secure a developer contribution of multiple assisted living /memory care units for low income residents in the proposed Potomac Yard facility.
- 2. Prevent the unnecessary and/or unwanted institutionalization of seniors who could remain in their homes by supporting DAAS, Senior Services, and AHA in their information and service outreach efforts to managers and residents of Naturally Occurring Retirement Communities

Accomplishments:

- Senior Services of Alexandria, DAAS and AHA continue to support "senior corners" in libraries and "naturally occurring retirement communities" (NORCs) to provide ongoing educational resources to seniors and their caregivers.
- In addition, Senior Services of Alexandria has launched a formal Senior Ambassador Program that actively involves DAAS and AHA in training naturally occurring retirement community (NORC) residents so they may serve as resources to their fellow residents. This program is now in over two dozen ownership and rental naturally occurring retirement communities in Alexandria.

COA officers provided overviews of existing opportunities for aging in place to governmental, not-for-profit and profit-making organizations. These included the role of the COA and the AARP/WHO Age Friendly Community Project.

3. Work with key organizations and individuals to incorporate "housing for a lifetime" features in new housing and redevelopment of existing housing

Accomplishments:

- Drafted criteria to use in discussions with developers of multi-family housing in Alexandria.
 Significant input was provided by ACPD, AHAAC, not-for-profit housing developers, multi-family architects, the Office of Housing (especially Code Enforcement). The criteria focus discussion with developers and other groups on housing suitable for a lifetime as well as housing and assisted living which are affordable for middle and lower income residents.
- In collaboration with AARP, COA members presented several AARP Homefit Workshops that describe ways residents can modify their homes to maximize accessibility, functionality and safety as they age.

- COA members visited New Hope Housing in Fairfax County to see how universal design features have been incorporated in their short- and long-term group housing, in this case primarily for seniors who are homeless.
- Hosted the Northern Virginia Housing Expo.

4. Advocate for and track the impact of City Property Tax and Rent Relief Programs for elderly and disabled on these groups

Accomplishments:

- The COA continues to work with City Council and others to maintain these programs that enable older, less affluent residents to stay in their homes as they age. In FY 2018, 832 households with an older adult and 59 adults with a disability were served by the City Property Tax Relief and Deferred Program. This compares with 890 and 56 adults in FY 2017.
- In the Rent Relief Program, 88 households with 126 individuals were served, compared with 79 households and 113 individuals in FY 2017. Eligibility criteria for this program have changed since 2014 as have the subsidy levels for those participating, resulting in higher subsidies and fewer participants.

FY 2019 Priorities

The Commission will transition to four new goals in "Alexandria's Age Friendly Plan for A Livable Community," while continuing its unfinished work in the preceding four goal areas.

Goal One: The City and community stakeholders study the feasibility of adding accessory dwelling units to existing housing as an option to increase the stock of affordable and accessible housing in the City and complete a report for submission to City Council.

Goal Two: Develop public and private mechanisms to enhance availability of affordable assisted living in Alexandria.

Goal Three: Work with key organizations and individuals to incorporate "housing for a lifetime" features in both new and redeveloped housing.

Goal Four: Prevent the unnecessary and/or unwanted institutionalization of those who could and would prefer to remain in their homes for as long as possible.

Goal 3: Transportation

A variety of mobility options, including pedestrian-safe streets, make moving in and around the City and region possible for Alexandrians of all ages and abilities.

Alexandria citizens expect that, when they depart their residences, whether as a pedestrian, a cyclist, or a driver, they will safely complete their trips. In order to reach this standard people and places need to be integrated in the planning, construction, operation, and maintenance of the City's transportation networks. This helps not only to provide for that standard of safety but, equally important, helps balance modes of transportation, support the economy and our diverse cultures, and natural environments. Support of mobility options also includes streetscape amenities such as

benches, public bathrooms, and safe and walkable sidewalks (no more brick pavers) and intersections that can be safely navigated by users who may require extra time to cross. Enhanced mobility options also require expansion of pedestrian-friendly lighting into residential areas. The Alexandria Transit Company's DASH bus service, along with Metro Access and Alexandria DOT paratransit provide important building blocks for the advancement of these mobility options. Ensuring Transportation for Those Who Don't Drive (AARP June 29, 2011) makes the critical connection: "....unless people have safe, convenient, and affordable transportation options, they will be stuck at home or will be at greater risk on the roads than they need to be. Having access to transportation is critical to staying connected to family and friends and pursuing day-to-day activities, both those that are essential and those that enhance the quality of life."

FY 2018 Accomplishments

- Briefed City Complete Streets Coordinator on walk audits for Age Friendly Communities.
- Completed walk audits for Age Friendly Communities report on high impact pedestrian streets and intersections.
- Participated in Age Friendly Communities workshop to develop recommendations for Age Friendly Communities Transportation domain.
- Completed written report for Age Friendly Communities Strategic Plan for Transportation domain.
- Provided a list of questions for Alexandria Chief of Police presentation to Commission on Aging.
- Invited new DASH Bus General Manager to address the full Commission at its February meeting to discuss his priorities for the system and the city's upcoming transit visioning study.
- Successfully advocated for discounted senior fare on DASH bus during off peak hours on weekdays and all day on weekends. The discounted fare took effect on July 1, 2018.

FY 2019 Priorities

- Work with the Commission on Aging to implement first year outcomes for the attainment of the Vision Zero goal of zero persons killed or severely injured by 2028 by monitoring the application of Complete Streets guidelines where safety issues have been identified.
- Continue to work with Vision Zero staff and Complete Streets coordinator to insure adequate levels of budget support for continued implementation of Complete Streets design guidelines and attainment of year one engineering priorities for Vision Zero.
- Monitor Vision Zero home page and dashboard to insure that systems track and respond to safety issues that require timely and accessible citizen information.
- Participate with Ad Hoc Bicycle and Pedestrian Advisory Committee and Alexandrians for Safe Streets to extend monitoring of City activities relating to Vision Zero and Complete Streets.

Goal 4: Community Services and Health, Wellness and Safety

Community Services and support for Health, Wellness and Safety accommodate the expectations and needs of aging Alexandrians and support their caregivers. Recreation is included because it so clearly supports wellness.

The accomplishments for some aspects of this goal are largely attributable to the Division of Aging

and Adult Services (DAAS) in the Department of Community and Human Services.

FY 2018 Accomplishments

- The Alexandria Age-Friendly Plan for a Livable Community was posted on the website and readers were encouraged to post comments via the website.
- The *Directory of Resources for Older Adults and Adults with Disabilities* was updated and 1.000 copies of the updated Directory were distributed.
- The Division of Aging and Adult Services website was updated to include additional information on VICAP.
- The DAAS brochure was translated into four additional languages [Amharic, Farsi, Korean and Spanish] and all were distributed.
- DAAS created a brochure for Adult Protective Services and several neighborhood brochures for the DAAS Senior Trolley program.
- Staff presented information about services available to Alexandria elders in several venues, including recreation centers, the Senior Academy sponsored by Senior Services of Alexandria, Senior Law Day, and the Alexandria PRIDE forum at the Beatley Library. Topics included housing, transportation, home care, mental health, legal services, Medicare and adult protective services.
- Participated in the Northern Virginia Fall Prevention Alliance sponsored by Marymount University and Goodwin House.
- Worked with Senior Services of Alexandria to develop a Senior Ambassador program that
 identifies and utilizes informal community leaders to inform and educate Alexandrians about
 available aging services; provided initial and ongoing training to the 35 Ambassadors, as
 needed.
- Utilized new Care Coordinator for Elderly Virginians Program funds from the State to provide Options Counseling and Specialized Outreach to older Alexandrians. This program is ongoing.
- Established a nursing position within the Division of Aging and Adult Services; recruited and initiated training of the nurse.
- Systematized volunteer recruitment and training for some of the Division's programs that use volunteers, that is, VICAP, guardianship and data management through Peer Place.
- 62 low-income incapacitated persons were served by guardians/conservators in FY2018 through the City's guardianship program, an increase of 22% over FY 2017 and an increase of 114% since FY2016.
- Added an additional individual to serve as a volunteer guardian/conservator for incapacitated and indigent Alexandrians who had no family or friends able to serve.
- Four staff gained certification in person-centered counseling.
- VICAP staff assisted 325 residents resolve specific Medicare issues and reached 347 attendees through interactive Medicare events, including tips on Medicare fraud prevention.
- Secured a new Personal Emergency Response System contractor that uses GPS service allowing people to use it outside the home. The equipment also detects and reports falls.
- Adjusted grocery shopping transportation routes based on store availability and rider preference.
- Hosted and co-sponsored the 32nd Annual Northern Virginia Caregivers Conference attended by 300 caregivers and 50 vendor representatives.
- Discount fares purchased through the Senior Taxi Yellow Card program enabled 403 elders to take 8,425 trips, and the program added 88 new riders. The cost to the rider will remain the same; however, the amount of discounted fares will increase.
- Conducted 151 emergency consultations, an increase of 69 percent from 89 in FY2016;
 recruited and trained a DCHS mental health therapist to assist with the emergency

consultations.

- Co-sponsored the 10th Anniversary Celebration of RAFT, the Regional Older Adult Facilities Mental Health Support Team.
- Supported the Commission on Aging in finalizing its Alexandria Age Friendly Plan for a Livable Community.
- Purchased assisted listening devices for use at Commission meetings, following investigation into appropriate devices.
- Developed an emergency contract for temporary staffing at the Adult Day Services Center.
 This was the best way to assure that the Center stayed in compliance with the required
 staffing ratio. Following its success, developed a Request for Proposals for a permanent
 contract.
- Served on a panel as part of the spring regional Suicide Prevention Conference.
- Collaborated with the City's Housing Office to identify and assess eligibility of prospective residents for the two discounted units at the Silverado Memory Care, Assisted Living Residence.
- Worked with the Partnership for a Healthier Alexandria a citizen-led coalition of non-profit
 organizations, schools, municipal agencies, local businesses, government, community leaders
 and concerned citizens who come together to promote and preserve a healthier Alexandria.
 - 1. Promoted four (4) Prescription Drug Take Back Days.
 - 2. Co-sponsored the 2017 Annual Health Fair on October 28, 2017.
 - 3. Endorsed the Alexandria Health Department efforts to attack the opioid epidemic.
 - 4. Recognized gun violence as a significant public health concern.

In recreation:

- Better promotional materials created, including Power Plus brochure: publication specific to programs and activities for individuals 55 years and over.
- Added pickleball open-play hours and outdoor tennis courts lined for pickleball.
- A Matter of Balance classes offered at recreation centers.
- Expanded fitness and recreation classes offered at recreation centers walking groups, weight training, line dancing, stretch it out, lunch 'n learn.
- Expanded social activities and events offered at recreation centers.
- Parks upgraded to ADA standards for accessibility.

FY 2019 Priorities

- Support the Commission in the implementation of the Age-Friendly Plan.
- Utilize new Older Americans Act funds to establish a Chronic Disease Self-Management Education program for older Alexandrians.
- · Continue to expand the Division's ability to conduct capacity assessments.
- Expand the number of guardians and conservators who serve DAAS clients.
- In accord with the Alexandria Age-Friendly Plan, prepare detailed justifications for new mental health therapist and case manager for older adults with serious mental illness for the FY 2020 budget process.
- Evaluate applications for Homemaker-Personal Care program; select one or more home care companies, establish program, and explore the feasibility of using Peer Place for communication with the agency.
- Explore the feasibility of utilizing software to plan routes for the Senior Trolley program.
- Accept two replacement buses for the Senior Trolley program and investigate the possibility
 of keeping one of the existing buses to be used as back-up.
- Coordinate work with the Fire Department's new program to work with older Alexandrians

- who fall and contact the Fire Department.
- Support the Department of Community and Human Services in establishing a single physical location for the majority of departmental programs.
- Bring the Alexandria Adult Services and Adult Protective Services into the No Wrong Door network by transitioning electronic recordkeeping from ASAPS to Peer Place.
- Explore the feasibility of accepting service referrals through the DAAS website.
- Reach out to older residents about health and community services, with special attention to minority communities.
- Support the Commission on Aging in building a team that takes the initial steps to create a Dementia-Friendly Alexandria.

Goal 5: Economic and Workforce Development

The important contributions of older Alexandrians to the city's economy are recognized and the innovative entrepreneurship of older residents is encouraged.

The Commission's Economic Development Committee oversees this goal area.

FY 2018 Accomplishments

Seniors as Consumers:

- Expanded the senior discount program, the "Silver Service Card", which offers discounts to Alexandria residents 60+ years old, 41 businesses have signed up for the program and outreach efforts continue. Over 1250 Cards have been distributed by Senior Services of Alexandria and At Home in Alexandria.
- Worked with the Housing Committee to create a senior "wish list" for housing that can be
 used to identify apartment/condo complexes in the City that meet the criteria.

Priorities for FY2019:

- Priority area for the coming year will be to expand the number of participating businesses,
 which can offer whatever discount plans work best for them. Silver Service Card holders are
 encouraged to go to the websites of SSA, AHA and the City's DAAS, where they will learn
 more about programs and services for seniors and find links to the sites of participating
 businesses. The goal is to encourage seniors to be active, and enhance social interactions
 while patronizing local businesses and supporting our economy.
- Work with the City's Office of Housing on the project to identify housing that meets the
 agreed standards and share the information with the community in the 2019 edition of the
 City's apartment guide. The goal is to make it easier for seniors considering moving to
 evaluate their options in Alexandria, and keep them here.

Senior Employment

The Commission on Aging successfully advocated for hiring of a part-time senior employment specialist for the Workforce Development Center.

The City of Alexandria Workforce Development Center (WDC)

- Maintains representation on the Commission on Aging's Economic Development Committee.
- · Participated in two Senior Academies presented programs and services.
- Participated in the JCA 50+ Employment Expo-hosted a table and facilitated a specialty

workshop on site

- Maintains the 50+ Employment Corner on the WDC Web Page.
- Offers workshops accessible to the 50+ population, including specialty workshops geared towards the 50+ population.
- Works to attract employers with an equal interest in hiring qualified candidates from the 50+ population.
- Has worked to strengthen and develop partnerships with the Department of Aging and Rehabilitation Services and the National Council on Aging, with representatives from each embedded within the Center.
- Continues to share job opportunities for distribution to respective constituencies of the Senior Services of Alexandria, the Commission on Aging and AARP.
- Referred two qualified candidates to fill positions within Senior Services of Alexandria's Meals on Wheels and DOT Paratransit Programs - both of whom were hired.

Priorities for FY2019:

The COA will work with the WDC to demonstrate the success of the senior employment specialist and advocate for the job to be expanded to full time in the FY 2020 budget process.

WDC will work to increase employer awareness and incentives to employ 50+.

Goal 6 Quality of Life/Advocacy

The quality of life of all Alexandrians is enhanced by the many volunteer activities of its older residents and their continued involvement in the social and civic life of the City. (Commission advocacy is included under quality of life because its overarching goal is to promote the ability of residents to age comfortably and affordably in the City and remain engaged in the community.)

The strategic plan's goals for quality of life, which are civic engagement, volunteer opportunities, and meeting the expectations of the boomer generation, are realized in part through very close collaboration of the Commission, At Home in Alexandria, Senior Services of Alexandria, AARP and DAAS. These organizations are familiar with the needs and desires of older residents and work together to meet them. The groups have powerful tools, from a variety of communications strategies to organizational strength. Their collaboration yields great benefits.

The Commission's Advocacy Committee plays a key role in analyzing budgets and legislation to assure that the needs of older Alexandrians are recognized and preserved.

FY 2018 Accomplishments

- The Commission was pleased with the City Manager's proposed FY2019 budget, which did not cut services in DAAS, Tax Relief or Rent Relief. There were two considerations that the COA expressed:
 - 1. A study of DASH bus fares to see if there could be the possibility of a senior discount on fares.
 - 2. The COA supported Councilwoman Del Pepper's proposed addition of a half-time position in the Employment Center dedicated to assisting older workers to find employment. The Commission was pleased that the City Council adopted a comprehensive budget that included the half-time position for older workers in the Employment Center and a study of the

DASH fare structure.

- The COA presented the NVAN Legislative Platform to the City's Legislative Director in September 2017 and it was included as a support item in the City Council's Platform for the Virginia General Assembly in 2018.
- The COA worked with City Housing staff to respond to a new development proposal by Sunrise Senior Living to develop a new assisted living facility on North Washington Street. The COA advocated at both the Planning Commission and City Council for the inclusion of two Auxiliary Grant units for very low-income residents in the new facility. The developer ultimately agreed after City staff agreed to a slight increase in the overall number of beds in the facility.
- The COA Housing Committee met with developers of a proposed new Silverstone development for senior housing in Potomac Yard. The Committee and the COA made recommendations for the inclusion of low income Auxiliary Grant beds in the planned community.

FY 2019 Priorities

- Closely monitor the City budget process throughout the year.
- Work with the Northern Virginia Aging Network (NVAN) to develop its annual state legislative platform and assure its endorsement by the City Council.
- Meet with City Council members as necessary on proposed budgets and specific aging issues.
- Testify before the City Council on matters relevant to older residents and their families.

The COA Diversity Committee Report

The mission and goals of the Committee are to expand the diversity within the membership of the Commission, especially representatives from the African American community who represent the largest and most historically established minority community in the City. In addition, the Committee conducts outreach to other diverse communities (Hispanic, Asian, Ethiopian, LGBTQ, military, those with disabilities, and others) in hopes of identifying community leaders to establish senior ambassadors who can provide information to older residents and refer them to appropriate supports when needed. The Committee views this as an ongoing process to establish long-term and meaningful relationships between the COA and the various diverse communities. This will also be relevant in fulfilling the "Respect and Social Inclusion" domain that is part of designating Alexandria as an Age-Friendly Community.

FY 2018 Accomplishments

- Four Diversity Committee members successfully completed the SSA's Senior Ambassador training and are now serving as Senior Ambassadors.
- Conducted 10 listening sessions with senior groups at community centers and in residential buildings.
- · Conducted 2 listening sessions in Spanish.
- Coordinated translation of DAAS pamphlets from English to Spanish and distributed the pamphlets during the Spanish listening session.
- Participated and facilitated in the day-long & follow- up Age Friendly planning workshop at the Hermitage with stakeholders from Northern Virginia.
- Diversity committee member Alan, in collaboration with Bruce Hightower, President of the

- Arlington Gay and Lesbian Alliance (AGLA), co-hosted a community forum.
- Met with Erica Kleiner Callaway to establish future listening sessions with the Welcoming Congregations Committee outreach for older LBGQT residents.
- Increased the diversity within the Committee (African American, Latino members).
- Added a member representative from Senior Services Alexandria to the Diversity Committee.
- Met with Audrey Davis at Alexandria Black History Museum as a venue to host a listening session.
- Participated in AARP and Senior Services of Alexandria community forum, "Making Alexandria a Livable Community for Seniors", and discussed with seniors the progress made in transforming Alexandria into a livable community.
- Met with community leaders at Blessed Sacrament Catholic Church and Alfred St. Baptist Church to schedule a listening session to facilitate a better understanding of what the COA does and what services are provided by the City for seniors.
- Met with Councilman Chapman, member of the Departmental Progressive Club, Inc. and communicated with President Greene and former President, Julian Haley and member Bill Euille.
- Reached out to three Ethiopian churches, Amanuel Ethiopian Evangelical, Antosokia Ethiopian Evangelical and Kidane Mihret Orthodox Church, to open talks for a listening session.
- Spoke with Duncan Solace, Senior Associate at New Heights Ethiopian Community Development Council, to set up a listening session.

FY 2019 Priorities:

- Increase the current number of Diversity Committee members who represent diverse communities by 2018.
- Support the Senior Ambassador program.
- Increase the number of COA members who attend events sponsored by organizations and faith communities that represent a diverse community.
- Engage aging service providers to enhance readiness to work with LGBTQ clients, by providing marketing materials, participating in LGBTQ community events and providing sensitivity training on LGBTQ issues for staff, volunteers and leadership.
- Use videos such as Gen Silent to reach out to the LGBTQ community and establish contact with SAGE.
- Hold regular COA meetings in venues where there is more opportunity to reach diverse communities.
- Sponsor "listening sessions" between senior groups and COA members.
- Schedule follow up to listening sessions to provide updates and feedback.
- Sponsor joint listening / information sessions between senior groups and COA members of Fairfax County and Alexandria Division of Aging and Adult Services.
- Visit African Community Wellness Fair and distribute senior-related information.
- Work with citizen organizations that provide services to the older residents of the Chirilagua neighborhood.
- Establish relationships within the Korean and other Asian communities.
 Reach families with older members through the Alexandria Public Schools.

Annual Commission on Aging Awards – 2018

Each year the Commission selects recipients for four awards to individuals and organizations that

have demonstrated extraordinary service to benefit older Alexandria residents. The Commission was pleased to have the Mayor present the awards at a ceremony before a City Council meeting on May 08, 2018.

The <u>Annie B. Rose Lifetime Achievement Award</u> for exemplary accomplishments that spanned a lifetime of public service and that were devoted to significantly improving life for older residents was awarded to Mary Hamil Parker, PhD.

Dolores Viehman received the <u>Lois Van Valkenburg Excellence in Aging Award for an Individual for outstanding contributions to elevating the quality of life for older adults in Alexandria within the past year.</u>

The <u>Public Service Award</u>, which recognizes a City of Alexandria employee who has advanced, improved or otherwise contributed to making Alexandria a more livable community for all ages during the course of his or her work, was awarded to Margaret Orlando

<u>The 2018 Excellence in Aging Award for an Organization</u> was presented to Hermitage of Northern Virginia.

Acknowledgements

Many thanks to all who served in various capacities as volunteers contributing to and promoting the work of the Commission on Aging this year.

A special thanks to the various City Staff members who continue to provide on-gong support in thoughtful ways as well as a professional manner, especially:

- Terri Lynch
- Debbie Ludington

Additionally, we owe a special debt of gratitude to the Mayor and members of City Council for their annual investment of personal and practical support. In doing so, you have enabled the Commission on Aging to help make a positive contribution in helping ensure Alexandria remains a livable City where its residents' quality of life ranks among the highest in the Commonwealth and the Nation.

CITY OF ALEXANDRIA BOARDS AND COMMISSIONS MEETINGS ATTENDANCE REPORT July 1, 2017 through June 30, 2018

COMMISSION ON AGING

Chairperson: Bob Eiffert

Per City Council Guidelines, Members are expected to attend 75% of Meetings

X - present

E – excused

U - unexcused

Member's Name	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Bob Eiffert, Chair	X	X	X	X	X	X	X	X	X	X
Babs Waters, Vice Chair	X	X	X	X	X	X	X	X	X	X
Michael Kreps, Secretary	E	X	X	Е	X	E	X	X	Е	E
Mary Lee Anderson	X	X	X	X	X	X	X	Е	X	X
Charles Bailey	X	X	X	E	X	X	X	X	X	X
Sharon Dantzig	X	X	X	X	X	E	X	X	X	X
Tiffany Del Rio	X	Е	E	Е	E	E	X	X	X	X
Alan Dinsmore	X	X	X	E	X	X	X	X	E	X
Joan Dodaro	X	X	X	Е	U	X	X	X	E	E
Carol Downs	E	X	X	X	X	X	Е	X	X	X
Cedar Dvorin	E	X	X	X	X	X	X	X	X	X
Christine Fulgencio	X	E	X	X	X	X	E	X	X	X
David Kaplan	X	X	X	X	E	X	X	X	X	X
Pat Killeen	X	X	X	X	X	X	X	X	X	X
Jane King	E	X	E	X	E	E	X	X	X	X
Jim Lindsay	E	X	X	Е	E	X	X	E	X	X
Jan Macidull	X	X	X	X	X	X	Е	X	X	X
Mary Parker	X	X	X	E	X	E	X	X	E	X
Del Pepper	X	X	X	X	Е	X	X	X	Е	X
Denise Mackie-Smith	X	E	X	X	X	X	X	X	E	X

LIST OF THOSE WHO DID NOT ATTEN	OD 75% OF MEETINGS:
N/A	
APPROVED:	
Sale Waters, Vice Chair	08 -29 - 2018 Date

(FORM MUST BE SIGNED BY CHAIRPERSON)

ALEXANDRIA COMMISSION ON EMPLOYMENT CITY OF ALEXANDRIA, VIRGINIA

ANNUAL REPORT

August 2018

The Alexandria Commission on Employment (ACE) is responsible for developing a city-wide plan for employment services that reflects the goals of linking existing City employment and training programs with the City school systems, and the economic development program operated by the Alexandria Chamber of Commerce in cooperation with the City Council.

Mission: Promote and support employment opportunities in Alexandria and connect the community to the City of Alexandria Workforce Development Center (WDC).

YEAR AT A GLANCE TO INCLUDE CHANGES AND GOALS

September

Our first meeting for the fiscal year included discussions and procedures for members to tally hourly activities related to the Alexandria Commission on Employment to include our regularly scheduled monthly meetings. Based on the results of our Strategic Plan, the ACE formalized committees to address our mission and goal of increasing awareness of the WDC which included four objectives:

- Connect the business community to the WDC
- Effectively communicate and partner with government entities
- Engage residents to gather input and inform
- Advise the WDC on viability of ideas, projects and programs

We assigned Chairs to our committees and conducted break-out sessions during the last 25 minutes of our monthly meetings. At the end of each break-out session the Chair of each committee gave their report to the Commission.

Commissioner, Dr. Reza Eftekhar, invited members to participate in a site visit and free massage, to promote community engagement, at his office on the West End of town. Vice Mayor, Justin Wilson was on hand to welcome guests and provided the participants with a question and answer session.

October

Committee Chairs updated the Commission on the strategies that would be most effective in connecting the community to the WDC. These strategies included consistent and compelling messages to increase the visibility of ACE by sharing the message and attending events where the business community is represented. We also capitalized on the knowledge and expertise of our commissioners.

We continued to become familiar with other organizations and commissions by collaborating and aligning our efforts in a productive manner.

November

As of November, a decision was made to reengineer our monthly meetings by beginning our meetings with introductions of keynote speakers who effect change in the city.

After their presentation, members are giving the opportunity to address any questions that may pertain to initiatives and objectives of the ACE and the WDC.

Our first speaker was Vice Mayor of Alexandria Justin Wilson.

December

We had two Guest Speakers. Delegate Mark Levine and Chair of the Alexandria Chamber of Commerce Dak Hardwick. Honorable Delegate Mark Levine spoke about two bills that he has introduced during the current season. First is HB 39, which would allow jurisdictions to raise the minimum wage as they see fit. The second is HB 40, which is a paid family leave bill. A discussion of how delegate Levine and the WDC could work with each other to help support residents and employment needs.

Dak Hardwick presented the Alexandria Chamber of Commerce's 2018 Legislative Agenda as well as his focus on workforce issues for his upcoming city council campaign. One commissioner was assigned to each council member and the mayor to interact and report on activities of the WDC and the ACE.

January

Representatives from the National Skills Coalition were guest speakers. Their topic included Advocating on Workforce Development Issues.

Commissioners gave reports on their meetings or communication with City Council members and the Mayor.

These reports plus liaison reports from the Economic Development Commission replaced our four committee reports from the 2017 Strategic Plan's break-out sessions.

February

Our guest speakers were Jamie Conrad and David Gortner representatives from the Living Wage who gave an overview of the Living Wage Initiative. ACE discussed ways in which the initiative could engage businesses in Alexandria City, especially the food service industry and small businesses.

March

Our guest speaker was Canek Aguirre, Chair of the Economic Opportunities Commission and candidate running for city council. We were briefed by staff on the Council Budget Working session that covers workforce development. The WDC start accepting applications for the Summer Youth Program in March.

April

Our guest speaker was the Honorable John Taylor Chapman. John T. Chapman reported on the state of the City of Alexandria from education to small business development.

May

The Honorable Willie Bailey was our guest speaker for the month of May. He explained to us about his initiative pertaining to affordable housing and the tax on restaurants. He pointed out the initiatives that were dear to him. He stated that he along with the honorable Del Pepper are proud supporters of the yearly Teen Works program.

June

The Honorable Del Pepper was our guest speaker for the month of June. She pointed out the initiatives that were dear to her. She stated that she along with the Honorable Willie Bailey are proud supporters of the yearly Teen Works program.

Commissioners who are business representatives participated in the WDC Teens Work Summer Youth Employment Program, which is dedicated to increasing youth and young adults preparedness by exploring and pursuing career paths through work experience, training, counseling and guidance to the youth of Alexandria.

Leadership

Officers for the upcoming year remained the same. Chair Florence M. King Vice Chair Lauren Unger Secretary David Remick

Members:

Lenwood Roberts

Fernando Torrez

LaJuanna Russell

Edmund Breitiling

Benjamin Verdi Resigned

Jonathan Ralston Inactive

Heidi Parsont

John Summer

Liaison:

Mary Lee Anderson

HIGHLIGHTS

Immigration release ceremony July 30, 2018
Teen Works Ceremony August 8, 2018
ACE'S LETTER TO THE CITY MANAGER December 2017

THE CONTINUATION AND ADDITIONS TO STRENGTHENING OUR NETWORKING AND DEVELOPING STATEGIC PARTNERSHPS WITH:

Alexandria/Arlington Regional Workforce Council

Alexandria Economic Opportunities Commission

Alexandria Economic Development Partnership

Small Business Development Center

Alexandria Chamber of Commerce

Senior Services of Alexandria

Alexandria Commission on Aging

Virginia Wounded Warrior Program

Department of Aging and Rehabilitative Services (DARS)

National Council on Aging

Linden Resources

Catholic Charities of Arlington and Office of Migration and Refugee Employment Services Alexandria Redevelopment Housing Authority

Respectfully submitted by Florence M. King, Chair August 2018

CITY OF ALEXANDRIA BOARDS AND COMMISSIONS MEETINGS ATTENDANCE REPORT

JULY 1, 2017 THROUGH JUNE 30, 2018

COMMISSION: Alexandria Commission on Employment

CHAIRPERSON: Florence King

2017

2018

MEMBER'S NAME	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Breitling, Edmund			X	Х	X	U	Е	Х	Е	X	X	X
Eftekhar, Reza			X	Е	X	U	Е	X	Е	RE	ESIGNE	D
King, Florence			Х	Х	X	X	X	X	Х	·X	X	X
Parsont, Heidi			-	-	-	Е	Е	Х	X	U	U	U
Price, Allen			X	U	-	-	_	-	-	-	-	-
Ralston, Jonathan			X	X	X	U	U	U	U	U	U	U
Remick, David			X	Х	X	Х	X	Х	Е	X	X	X
Roberts, Lenwood			-	-	-	-	-	-	Е	X	X	X
Russell, LaJuanna			Х	Е	X	X	X	Х	Е	X	X	X
Sommer, John			-	-	-	-	-	_	-	-	Х	X
Torrez, Fernando			-	U	X	X	Е	Е	Е	X	Е	U
Unger, Lauren			Е	х	X	X	X	X	Е	X	Е	X
Verdi, Benjamin	- X X X X X X		X	RESIG	GNED							
:												

X = PRESENT	E = EXCUSED	U = UNEXCUSED		
LIST OF THOSE	WHO DID NOT AT	TEND 75% OF MEETINGS	3:	
Jonathan Ralston			-	
FORM MUST BE	SIGNED BY CHAIR	RPERSON:		

Alexandria Commission on HIV/AIDS Annual Report July 2017 – June 2018

Summary of Accomplishments

The mission of the Commission on HIV/AIDS includes advising City Council on the formulation and implementation of public policy related to the treatment of AIDS and prevention of the spread of HIV; promote citizen participation in the formulation of such policy; provide City Council and the public with current information regarding HIV/AIDS;, and promote educational programs on HIV/AIDS awareness, treatment, and prevention. Within these guidelines, the Commission on HIV/AIDS membership completed the following activities during its 2017/18 year.

Commission on HIV/AIDS Policy and Membership Accomplishments

- Membership remained steady throughout the year. While a quorum was not met at every single meeting, members have been reminded of the expectation to attend 75% of Commission meetings. A sustained effort was made to nominate potential, engaging Commissioners for the current vacancies.
- List participation/Coordination with other advisory groups as relevant
 - Alexandria Health Department Getting to Zero
- List any policy changes
 - No Commission policy changes occurred

Commission on HIV/AIDS Member Activities

- List any member activities, if relevant, pertaining to members
 - o National HIV/AIDS Faith Day August 27th, 2017
 - o Walk to End HIV 2017 October 28th, 2017
 - o HOOPS in Virginia November 18th, 2017
 - Regional HIV/AIDS Policy and Planning Summit (RHAPPS) 2017 November 29th, 2017
 - o World AIDS Day Reception December 1st, 2017
 - o Commission Retreat February 3rd, 2018
 - o National Black HIV/AIDS Awareness Day Symposium February 10th, 2018
 - National HIV Testing Day Comedy Show Event June 27th, 2018

Program and/or Legislative Accomplishments

- List any accomplishments of the Advisory Group or notable accomplishments
 - o There is nothing to include at this time

Goals for 2017-2018

- List goals of the Advisory Group if any
 - Work in partnership with more city Commissions and Boards and speak at more Commission and Board meetings to increase HIV awareness and how it affects all Alexandrians.

o Remain active in community events across Alexandria and explore new events to partner in to increase the awareness of HIV

Leadership

- Officers for the upcoming year were elected at the November 2017 meeting: Andrew Torre will serve as Chair, Jennifer Gillyard as Vice-Chair, and Travis Foster as Finance Chair.
- List term expirations and new members, with month they were appointed New Members
 - Leanne Desmond Appointed 3/6/2018, Expires 3/6/2021
 - Tavares Floyd Appointed 2/13/2018, Expires 2/13/2021

Expiring Members

- Michelle Carroll Appointed 12/9/2014, Expired 12/9/2017
- Travis Foster Appointed 12/9/2017, Expired 12/9/2017
- During the course of the year, membership included the following individuals:
 - Michelle Carroll
 - Leanne Desmond
 - Tavares Floyd
 - Travis Foster
 - Jennifer Gillyard
 - Bruce Hightower
 - Dana Hines
 - Alison Lesht
 - Tameka Macon

- Manya Magnus
- Christopher O'Connell
- Gerald Padmore
- Cedric Pulliam
- Eugene Stammeyer
- Charles Sumpter
- Gayle Terry
- Andrew Torre, Chair
- Shelbert William
- Nechelle Terrell and the Alexandria Health Department acted as the staff liaison to Commission on HIV/AIDS during the course of the 2017/2018 year.

Attachments

There are no notable letters or reports to include at this time

CITY OF ALEXANDRIA **BOARDS AND COMMISSIONS MEETINGS ATTENDANCE REPORT**

JULY 1, 2017 THROUGH JUNE 30, 2018

COMMISSION: HIV/AIDS

CHAIRPERSON: Andrew Torre

2017	201
201/	201

									<u> </u>						
MEMBER'S NAME	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun			
Carroll Foster, Michelle	E		Х	E	Х										
Desmond, Leanne											Х				
Floyd, Tavares									Х		Х				
Foster, Travis	Х		X	E	Х										
Gillyard, Jennifer	E		Х	Х	Х		Х		Х		Х				
Harper, Mary	×		U	Х	E										
Hightower, Bruce	Х		Х	Х	Х		х		Х		Х				
Hines, Dana	Х		Х	Х	U		Х	:	U		Х				
Lesht, Alison	Х		Х	Х	U		Х		E		Х				
Macon, Tameka	E		U	E	Х										
Magnus, Manya	Х		E	Х	Х		Х	-	Х		Е				
O'Connell, Christopher	Х		Х	Е	E		Х		Х		E				
Padmore, Gerald	Х		Х	Ē	Х		Х		Х		Х				
Pulliam, Cedric	E		U	E	U		Е		U						
Stammeyer, Eugene	х		Х	Х	Х		Х		Х		Х				
Schwartz, Scott	E														
Sumpter, Charles	Х		E	Х	Х		Х		Х		Е				
Terry, Gayle	Х		E	E	Ε		Х		Х		E				
Torre, Andrew	Х		Х	Х	Х		х		Х		Х				
Tyson, Eaton Jr	U		Х	E	E										
Williams, Shelbert	Х		Х	E	Х		E		Х		Х				

INDICATE:	X - FOR	PRESENT
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R PRESENT E - FOR EXCUSED U -- FOR UNEXCUSED

LIST OF THOSE WHO DID NOT ATTEND 75% OF MEETINGS:

Gayle Terry

			E	

(Chairperson)

(FORM MUST BE SIGNED BY CHAIRPERSON)

Commission on Information Technology Annual Report July 2017- June 2018

Summary of Accomplishments

The mission of the Commission on Information Technology includes the review of the City Manager's proposed Information Technology Plan, make recommendations and advise the City of Alexandria with regard to the formation and implementation of information and telecommunications policy, and to promote and foster citizen participation in the formation of such policy. Within these guidelines, the Commission on Information Technology membership completed the following activities during its 2017/18 year.

Membership Accomplishments

- The Commission met on a bi-monthly basis (except during the summer) and stayed informed on the City's broadband plans, particularly the planning of the City's fiber backbone. The Commission provided recommendation to the city on why it should consider opposing various pieces of legislation that would reduce if not completely remove the City's authority to review small cell and pole permitting requests. The Commission created two new committees: 1) The Homework Gap Committee aimed at resolving the issue of some Alexandria students having no access to broadband at home so are unable to do homework from home; and 2) The Future of Work & Workforce Training Committee which will be research oriented and will seek examples of how other communities around the country are utilizing fiber infrastructure to train the future workforce (and for developing new small businesses). The Commission also reviewed and voted in support of a Council resolution (originating with Mayor Silberberg) endorsing Net Neutrality and for consideration of Alexandria a "Net Neutrality" City.
- List participation/Coordination with other advisory groups as relevant: None
- List any policy changes: None

Member Activities

List any member activities, if relevant, pertaining to members: N/A

Program and/or Legislative Accomplishments

 List any accomplishments of the Advisory Group or notable accomplishments - No specific legislative accomplishment but voted in support of a council resolution endorsing the principles of Net Neutrality.

Goals for 2018-2019

List goals of the Advisory Group – if any:

- o Continue to support the City's plans for fiber backbone construction
- Develop agenda for two new Committees: The Homework Gap Committee & the "Future of Work & Workforce Training" Committee

Leadership

- During the course of the year, membership included the following individuals:
 - o Phillip Acosta, Chair (until January 2018)
 - o Catharine Rice, Delegate for Justin Wilson, Vice Chair (July-January) Chair & At-large member (Jan-June)
 - o Marjorie Connor, Secretary (July-Jan)
 - o David Baker, Budget and Finance Advisory Council Representative
 - o Christopher Campagna, Chamber of Commerce Representative (until January 2018)
 - o Darrlynn Franklin, Councilwoman Pepper Alternate, Secretary (Jan-June)
 - o Christopher Lewis, School Board Member
 - o Rondella Pepper, City Council Member
 - o Sean Rough, Citizen, Vice Chair (Jan June)
 - o Brandon Mozoriak, City Library Board
 - o John Szczech, Citizen
 - o Edward Ward, Citizen
 - o Forrest Wilhoit, Citizen
 - o Justin Wilson, City Council Member
 - o Ricardo Alfaro, (~May 2018)
 - Christopher Soghogian (~March 2018) Delegate for Council member Justin Wilson (Jan-June)
 - o John Scott (July-March)
- Dr. Warren Benson from the Department of Information Technology Services acted as the staff liaison to the Commission on Information Technology Services during the course of the year.

TO: Mayor Silberberg and Members of City Council

The Alexandria Commission on Persons with Disabilities (ACPD) respectfully submits this report on our activities during the fiscal year July 1, 2017- June 30, 2018.

INTRODUCTION

The ACPD is a seventeen-member volunteer body appointed by the Mayor and City Council. ACPD is comprised of fourteen resident members, a representative of the Alexandria Commission on Aging, and two representatives of the business community (one from the Alexandria Chamber of Commerce and one at-large). A majority of the resident members are persons with disabilities. The ACPD provides advice to the Mayor, City Council, and City Manager on policies, programs, and legislation affecting people with disabilities; advises departments on methods and procedures to enable access to programs; reviews building design plans for accessibility; makes recommendations regarding the City's diversity plan; and provides a forum for persons with disabilities to raise issues and concerns.

The ACPD is organized into an executive committee, standing committees, and ad-hoc committees focusing on issues related to transportation, housing, employment, legislation, communications, and public awareness. The ACPD's monthly meetings are at 7 p.m. on the second Wednesday of each month at City Hall in the Chet & Sabra Avery Room 2000. In addition, the ACPD holds an annual awards presentation in June with the Mayor and City Council to recognize the recipients of the Gerry Bertier Scholarship for higher education and John Duty Collins III Outstanding Advocate for Persons with Disabilities Award, and two joint awards with the Chamber of Commerce.

MEMBERSHIP

The ACPD is proud of its diverse membership and is grateful to all of its members who contribute their time and knowledge to advocate on behalf of people with disabilities. Members serving during the fiscal year ended June 30, 2018 include:

Elizabeth Adams, Mark Benedict, Amy Blackwood, Kate Connelly, Mollie Danforth, Debby Critchley, Patrick Dennis, Kent Fee, Katie Filous, Mark Friese, Doug Goist, Brian Miller, Adam Osterman, Nicole Otallah, Ashli Owen, Mary Parker, Raquel Rosa, Allen Schirmer, Daniela Schirmer, Lisa Cott, Ruth Soto, and Wanda Taylor.

The ACPD wishes to acknowledge the contributions of the following members who stepped down from the commission this year: Molly Danforth, Katie Filous, Mark Friese, Doug Goist, Raquel Rosa, Daniela Schirmer, and Ruth Soto. Particular thanks are extended to Molly Danforth and Doug Goist who served as chair and vice-chair respectively for a number of years.

In addition, Miladis Martinez Gutierrez and Namoode Kahn, staff from the Office of Human Rights, Robert Fulk, TE &S, and Maurice Tomdio, Workforce Development Center, regularly attended ACPD meetings. Doris Ray, ENDependence Center of Northern Virginia, also attended several meetings to provide legislative updates and community announcements. Miladis and Namoode provided indispensable and valuable logistical support to the ACPD over the course of the fiscal year, for which the commission is very grateful.

ACTIVITIES DURING THE FISCAL YEAR ENDED JUNE 30, 2018

Invited Guests

- Robert Fulk, Transportation and Environmental Services;
- Josh Baker, Executive Director, DASH;
- · Jean Kelleher, Office of Human Rights Director;
- JoAnn Maldonado, Manager of Emergency Communications;
- Doris Ray, Endependence Center of Northern Virginia;
- David Miller, Office of Human Rights Investigator;
- · Michael Brown, Alexandria Police Chief;
- Steve Mason, Acting Director, Human Resources;
- Taylor Bryant, Program Coordinator- NOVA/ Loudoun;
 - Patricia Ruble, Office of Human Rights Investigator;
 - · Anna McClure, Office of Human Rights Investigator
 - Michael Doyle, Head of the Alexandria Families for Safe Streets;
 - Mike Hatfield, Office of Human Rights ADA program Manager;
 - Craig T. Fifer, MPA Director Office of Communications & Public Information;
 - · Jean Kelleher, Office of Human Rights Director;
 - Mike Maloney and Diane Lingenfelter from the Organization for Autism Research; and
- · Steve Sindiong, Transit Capital Program Manager;
- Paul Schroeder, Chair of the Washington Ear, and representative from Aira.

Passed motions

- The ACPD voted to support the nomination of Dr. Mary Parker Hamilton as advocate of the year for the Commission on Aging, an award she was granted.
- A motion was passed by the ACPD in support of disabled parking awareness week – May 20-26. This was a collaborative effort between the ACPD and the Alexandria police department. A statement was prepared and distributed by the police department.
- the Commission sent a letter to the Office of Housing to include in their Memorandum of Understanding (MOU) with Sunrise. The letter is a request that Sunrise provide a second subsidized unit to be located in the memory care unit.
- The ACPD conducted a strategic planning session in May of 2018 to map out goals, action steps, and deliverables to guide the work of the commission in the coming year and beyond.

Public Awareness and Awards

The Gerry Bertier Scholarship Award is given to a student enrolled in an Alexandria City School for higher education. The John Duty Collins Award is given to an advocate for persons with disabilities. Jointly with the Chamber of

Commerce, ACPD gave an award for businesses employing persons with disabilities and another award for businesses serving persons with disabilities. Allen Schirmer was chair of the awards committee this year and was instrumental in working hard to ensure a successful effort.

The awards were as follows:

- Jayla Gaskins, a student at T.C. Williams High School, received the Gerry Bertier Scholarship, which is awarded to an Alexandria resident or student with a disability who is seeking post-secondary education.
- **Josh Baker**, General Manager and CEO of the Alexandria Transit Company (DASH Bus), received the John Duty Collins III Outstanding Advocate for Persons with Disabilities Award, which recognizes an individual who advocates for and contributes to the promotion of equal opportunity for people with disabilities in Alexandria.

The following organizations were recognized with Disability Awareness Awards by the ACPD and the Alexandria Chamber of Commerce:

- Alexandria Children's Dentistry was recognized for its commitment to promoting
 positive awareness among employees about the needs of customers with disabilities
 and for making special efforts to render goods or services accessible to persons with
 disabilities.
- Inova Alexandria Hospital was recognized for its commitment to hiring persons with disabilities and aiding employees with disabilities in furthering their careers.

News coverage for the Awards Ceremony was extensive. For the first time, the awards ceremony was held in the city council chambers. The ACPD was pleased that Mayor Silberberg attended, spoke, and made sure to congratulate each of the award recipients.

The ACPD provided liaisons to:

The Citizens Corps Council

- The Alexandria Commission on Aging
- The Human Rights Commission
- The Housing Affordability Advisory Committee

Officers

Brian R. Miller, Chair; Kent Fee, vice-chair.

NOTES & CONCERNS

ACPD continues to follow issues noted in last year's report.

CONCLUSION

ACPD will continue to work and advocate on behalf of persons with disabilities to remove any remaining physical and attitudinal barriers and to ensure equal access to all City programs, services, activities, and facilities. The ACPD recognizes that the many accomplishments for people with disabilities in Alexandria result from the commitment, dedication, and involvement of the Mayor, City Council members, City employees, and residents of Alexandria.

CITY OF ALEXANDRIA BOARDS AND COMMISSIONS MEETINGS ATTENDANCE REPORT

JULY 1, 2017 THROUGH JUNE 30, 2018

COMMISSION: Persons with Disabilities CHAIRPERSON: Brian Miller

	201	7				2	2018			
MEMBER'S NAME	Sep 13	Oct 11	Nov 8	Dec 13	Jan 10	Feb 14	Mar 14	Apr 11	May 9	Jun 13
Elizabeth Adams	X	Е	X	X	X	X	X	X	X	X
Mark Benedict								X	X*	X*
Amy Blackwood					X	X	Е	X	Е	X
Kate Connelly						X	X	Е	X	X
Debby Critchley			X		X	X	X	X	X	X
Mollie Danforth	X	Е	X	X	U	U				
Patrick Dennis	Е	X	Е	Е	U	X	Е	X	U	Е
Kent Fee	X	X	X	X	Е	X	X	X	Е	X
Katie Filous	U	U	U	X	Е	U				
Mark Friese	U	U	U							
Doug Goist	X	Е	X							
Brian Miller	X	X	X	X	X	Е	X	X	X	X
Adam Osterman	Е	X	X	U	X	X	X	X	X	X
Nicole Otallah				X	X	U	U	U	U	X
Ashli Owen	Е	X	Е	X	X	X	Е	U	U	U
Mary Parker	X	X	X	X	Е	X	X	X	U	X
Raquel Rosa	X	Е	X	Е						
Allen Schirmer	Е	X	U	U	U	X	U	X	X	X
Daniela Schirmer	U	U	U							
Lisa Scott						X	X	X	X	X
Ruth Soto	X	X								
Wanda Taylor	X	X	U	X	Е	X	X	X	X	U

INDICATE: X - FOR PRESENT E - FOR EXCUSED U - FOR UNEXCUSED * - PARTICIPATED BY PHONE

LIST OF THOSE WHO DID NOT ATTEND 75% OF MEETINGS:

Katie Filous Mark Friese Nicole Otallah Ashli Owen Allen Schirmer Daniela Schirmer

	FORM MUST	BE	SIGNED	\mathbf{BY}	CHAIRPERSON
и	TOTAL MICOI	\boldsymbol{D}	OLULIUD	$\boldsymbol{\nu}$	

APPROVED: September 1, 2018	
Brian R. Miller	
(Chairperson)	

Annual Community Criminal Justice Board Report

(July 1, 2017 - June 30, 2018)

Summary of Activities

- This year we had a presentation from Tameka McCrea from ICOS (Intensive Community Outreach Services LLC) on the services that this company offers for in home counseling.
- 2. Mike Mackey of the Juvenile & Domestic Relations Court Services Unit presented an overview of the Court Service Unit and the recent DJJ Transformation with statistics on how as a result of this transformation, Detainments statewide are down 17%, Commitments down 17%, ADP of JCCs down 33% and Active probation down 25%.
- 3. Desha Hall-Winstead shared a presentation entitled "Implementing Risk-based Pretrial Decision Making in Virginia" where we learned about the new YASI screening used by the pretrial services, VPRAI assessments, PRAXIS differential supervision from a presentation by In this we learned about the elements of an effective pretrial system which include the three "M's" which are maximize release, maximize court appearances, and maximize public safety.
- 4. The board participated in a number of surveys to the members to help guide us in how we will be moving forward and the different subjects that we will focus on.
- 5. Emily Gordon, CCJB Chair presented a powerpoint on survey results and suggestions from the community members for how we can move forward

An updated CCJB roster is annually distributed to all board members. Members are asked to keep roster in confidential area, due to judge's information being listed on the roster. Also, advised that the roster is not to be distributed to anyone outside of the board.

DCJS Quarterly Communication update is also proved at every meeting along with ACJS Monthly Statistics.

Continuation - Annual Community Criminal Justice Report

CCJB Specific Goals

The CCJB Board plans to review and update its Strategic Plan for Alexandria's Criminal Justice Systems. We emailed out the prior Strategic Plan to the members for them to respond to the goals that have already been accomplished and to help draft the next Strategic Plan.

Welcome of New CCJB Members

The CCJB Board welcomes new members Mark Cattell, community member, Nate Smith, community member, Angela Hill, community member, and Elizabeth Bennett-Parker, Together We Bake

Recruitment, Retirement & Leadership Plans

The officers for this fiscal year were unanimously agreed to by the board to be Emily Gordon – Chairman, – Adam Pearlman Vice Chairman (*retired from position October 2017*), and Elizabeth Jones Valderrama– Secretary. Chief Deputy Mavis Thomas also retired at the October 2017 meeting.

Alexandria Community Policy Management Team

2525 Mt. Vernon Avenue, Alexandria, Virginia 22301 Phone: (703) 746-5787 Fax: (703) 746-5974

Kendel Taylor, ACPMT Chair Finance Department Mike Mackey, Vice-Chair Court Service Unit Cynthia Agbayani, PhD Private Provider

Deborah Bowers RN, MSN Health Department Greta Rosenzweig Social Services Stacy Chittick
Family Representative

Tricia Bassing, LCSW
Community Services Board

Willie Bailey
City Council

Theresa Werner M.Ed., J.D. ACPS- Special Education

FY18 Annual Report Summary

The Alexandria Community Policy Management Team (ACPMT) consists of representatives from City Council, the City Manager, Alexandria City Public Schools, Court Service Unit, Health Department, Community Services Board, Social Services, a family representative, and a representative from the Northern Virginia Private Providers Association. The ACPMT, through local policy and practice initiatives that are responsive to State code and policy, oversees the expenditure of funds to implement the mandates of the Children's Services Act (CSA). Services are provided under the CSA for at-risk children/youth in or possibly needing foster care, children/youth requiring special education services through individual education plans (IEPs), and children/youth with significant problems in the home, school, or with peers, requiring multiple City agency involvement.

The ACPMT focuses on ensuring every child and youth has a permanent home by nurturing the strengths of our children/youth and their families and by creating innovative community-based partnerships which address the challenges facing the City of Alexandria's at-risk children, youth and families. State legislative initiatives and priorities, along with challenging fiscal times, demand that services support permanency planning be individualized, be child, youth and family-centered, and be delivered whenever possible in our community. Through CSA funding, communities are given financial incentives via State match rates which support local services.

The ACPMT continually seeks innovative action steps for constructive internal transformations to better meet the needs of Alexandria's children/youth and to contain costs. Priority is on engagement in family centered policies and focused resources to prepare staff to deliver flexible and individualized services. The goal is to enhance a collaborative, merged system of high-quality care.

The ACPMT, while always integrating safety as a paramount consideration, is committed to keeping children and youth in their home and in the community. The policies and procedures set forth by the leadership of the ACPMT articulate the following objectives:

- 1. Preventing our children and youth from leaving the community
- 2. Bringing our children and youth home
- 3. Strengthening existing, and developing new, community resources to achieve #1
- 4. Maintaining services within our budgeted allocation.

The ACPMT develops yearly objectives for implementing cost containment measures. Accomplishments in FY18 include a 54% discharge rate from congregate care, our intensive,

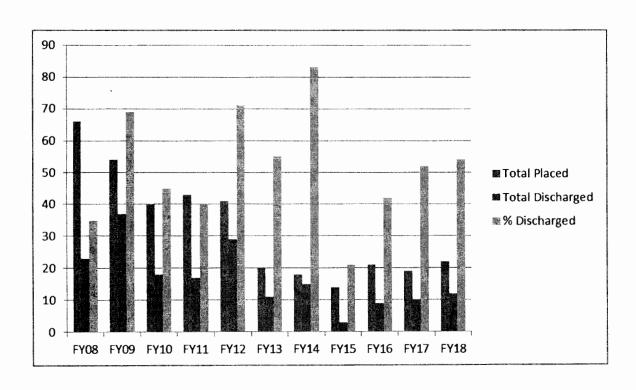
highly trained, streamlined Family Assessment Planning Team (FAPT) review process, and the integration of on-going policy updates for continued best practice standards of care.

FY 18 Accomplishments

- Residential and group home placements focus on assessment and diagnosis to support community-based care. Staff assisted 54% of the children placed in congregate care to return to less intensive community-based interventions, in comparison to 52% the previous year.
- FY18 had a total of 22 children placed in congregate care settings and ended the year with 10 children in these settings. Limited resources are focused while embracing a culture of creative, collaborative engagement.
- The Family Assessment Planning Team (FAPT) process continued offering high quality service review and approvals. The FAPT team meets once a week, reducing the need for emergency approvals. The ACPMT assigned permanent staff to the FAPT ensuring that 20% of their work is devoted to this role. This ensures that FAPT team members are dedicated child serving staff that review, recommend and monitor the most effective services for children and families. By focusing the FAPT functions, the ACPMT continues enhancing the quality of the funding review while expanding the culture change to keep services within the community.
- The ACPMT fully embraces and supports the underlying values of CSA of full family participation. These efforts include family participation on FAPT and ACPMT. In FY18 the family representative on FAPT participated in the Statewide CSA conference.
- The ACPMT and the CSA Office continued coordinated planning with regional localities.
 Collaborative engagement between private providers of services and the regional CSA
 Coordinators resulted in a regional CSA Symposium held in the spring attracting over
 400 attendees who learned about innovative, best practice services for children and
 families.
- ACPMT members worked with Best Practice Court members, to include GALs and Judges, on expanding ways of keeping children in the community and transitioning children back into the community.
- Child serving managers reinforced implementation of Alexandria's System of Care High Fidelity Wraparound service for all children at risk of residential placement.
- ACPS social workers and counselors ensured that the allocation for IEP Wraparound funds was used, providing services in the home or community for children and families, supporting a less restrictive IEP placement.
- Alexandria's CSA Coordinator retired in November. The ACPMT reviewed the position description. As fiscal manager, DCHS held one round of recruitment without selection after which ACPMT revised the position description and recruitment content. The position was posted a second time in early FY19.
- Private Day school placements have remained steady over the last few years as ACPS staff work collaboratively throughout the system of care to ensure the full scope of services are used within the child placing agencies to support public school education before seeking private day placements.
- ACPMT members continually review the CSA Policy Manual as well as implementation of internal controls.
- To strengthen our System of Care for youth involved in child welfare and juvenile justice, the Court Service Unit, DCHS Child Welfare Services and DCHS Community

- Services Board/Child Behavioral Health agreed to pursue Georgetown University's Center for Juvenile Justice Reform's Crossover Youth Practice Model; the contract will begin in FY19.
- The ACPMT endorsed the DCHS/CSB's contract with Magellan to provide the Independent, Assessment, Certification and Coordination Team (IACCT) for the City of Alexandria, a requirement for children with Medicaid whose guardians are seeking admission to residential services. The ACPMT adopted this process for all guardians seeking CSA funds for children's residential services. Thirty-two IACCTs were completed, with thirteen (41%) recommending community-based plans and nine (28%) resulting in community-based plans. The shift to IACCT required system-wide training and ongoing recalibration in response to state changes.
- Over the past eight years Alexandria has demonstrated proven results of successful change strategies (see graph below) and is viewed as a leader in the Commonwealth.

FY08 to FY18
CSA Congregate Care Placements
Residential, Group Homes, Diagnostic Placements and Shelter Care



It is important to include incarcerated youth in the analysis of our System of Care. It is notable that, during the same time frame referenced in the chart above, there was a significant decrease in the number of youths incarcerated, as measured in child-care days. In FY08, there were 5,599 child-care days utilized by Alexandria, while in FY18, there were 4,459; this is a 20% decrease.

	Chi	ld Care	Days	Utilize	d by J	urisdic	tion				
	FY08	FY09	FY10	FY11	FY12	FY13	FY14	FY15	FY16	FY17	FY 18
Alexandria	5,599	5,438	5,628	5,569	4,429	3,663	4,638	3,074	3,574	4,496	4,459

CITY OF ALEXANDRIA BOARDS AND COMMISSIONS MEETINGS ATTENDANCE REPORT

COMMISSION: ACPMT

CHAIRPERSON: Kendel Taylor

	201	7				20	18					
Members Name	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar (Vendor Symposium)	Apr	May	June
Cynthia Agbayani	CX	X	X	X	X	CX	X	X	CX	E	X	CX
Tricia Bassing	CX	Е	X	X	X	CX	X	X	CX	X	X	CX
Willie Bailey	CX	Е	Е	Е	Е	CX	E	Е	CX	Е	E	Е
Deborah Bowers	CX	Х	X	X	X	CX	X	X	CX	E	Е	CX
Annette Santiago	A	A	A									Procedure and Control of the Control
Stacy Chittick					X	CX	X	X	CX	X	X	CX
Mike Mackey	CX	X	X	X	X	CX	X	X	CX	X	E	CX
Greta Rosenzweig	CX	X	E	X	X	CX	X	X	CX	X	X	CX
Kendel Taylor	CX	X	X	X	X	CX	X	X	CX	X	X	CX
Theresa Werner	CX	Е	X	X	X	CX	X	Е	CX	X	X	CX

CX - Meeting Cancelled

INDICATE: X – PRESENT

LIST THOSE WHO DID NOT ATTEND 75% OF MEETINGS:
WILLIE BAILEY ANNOTTE SANTIAGO
APPROVED: X YES NO
Landerdy La
PODALAGICT DE CIVALED DV CHAIDDEDCON

A – ABSENT

E - EXCUSED

^{**} Annette Santiago appointment expired in September

^{**}Stacy Chittick was appointed in November

Alexandria Community Policy Management Team

2525 Mt. Vernon Avenue, Alexandria, Virginia 22301 Phone: (703) 746-5787 Fax: (703) 746-5974

Kendel Taylor, ACPMT Chair Finance Department

Mike Mackey, Vice-Chair Court Service Unit Cynthia Agbayani Private Provider

Deborah Bowers RN, MSN Health Department Greta Rosenzweig Social Services Stacy Chittick
Family Representative

Tricia Bassing, LCSW
Community Services Board

Willie Bailey City Council Theresa Werner M.Ed., J.D. ACPS- Special Education

FY19 CHILDREN'S SERVICES ACT (CSA) BEST PRACTICE STRATEGIES

The Alexandria Community Policy Management Team (ACPMT) consists of representatives from City Council, the City Manager's office, Alexandria City Public Schools, Court Service Unit, Health Department, Community Services Board, Social Services, a family representative, and a representative from the Northern Virginia Private Providers Association. The ACPMT, through local policy and practice initiatives that are responsive to State code and policy, oversees the expenditure of funds to implement the mandates of the Children's Services Act (CSA). Services are provided under the CSA for at-risk children/youth in or possibly needing foster care, children/youth requiring special education services through individual education plans (IEPs), and children/youth with significant problems in the home, school or with peers, requiring multiple City agency involvement.

The ACPMT focuses on ensuring every child and youth has a permanent home by nurturing the strengths of our children/youth and their families and by creating innovative community-based partnerships which address the challenges facing the City of Alexandria's at-risk children, youth and families. State and legislative initiatives and priorities along with challenging fiscal times demand that services support permanency planning; are individualized and, child, youth and family-centered; and are delivered whenever possible in our community. Through CSA funding, communities are given financial incentives via State match rates which support local services.

The ACPMT continually seeks innovative action steps for constructive internal transformations to better meet the needs of Alexandria's children/youth and contain costs. The priority is engagement in family centered policies and focused resources to prepare staff to deliver flexible and individualized services. The goal is to enhance a collaborative, merged system of high quality care. The ACPMT strategic plan is guided by the following values consistent with the state's practice model for children's services and the national systems of care model:

 We believe that all children and youth deserve safe, nurturing and permanent homes, and permanent family connections.

- We believe that child and youth safety is first and foremost.
- We believe that parents have the right and responsibility to raise their own children.
- We believe that the family and youth perspective must be honored at all times during the service planning process and service options must reflect the family's values and preferences.
- We believe that all children and youth can be served in the Alexandria community. When
 exceptions to this must occur, placements outside of the community are of the shortest
 duration possible.
- We believe that coordinating community services to transition or maintain children and youth in their homes and communities is a public responsibility and that public community agencies should serve the community in this role.

The ACPMT, while always integrating safety as a paramount consideration, is committed to keeping children and youth in their home and in the community. The policies and procedures set forth by the leadership of the ACPMT articulate the following objectives of:

- 1) Preventing our children from leaving the community
- 2) Bringing our children and youth home
- 3) Strengthening existing, and developing new, community resources to achieve #1 and #2
- 4) Maintaining services within our budgeted allocation.

Plan to meet Objective #1: Preventing our children and youth from leaving the community

- We require all children and youth at risk of or already in residential care be referred for Intensive Care Coordination/High Fidelity Wraparound services through our System of Care unless superseded by Virginia regulations for children and youth with disabilities. A focus on community wraparound services ensures that the services needed for our most vulnerable populations will continue to be of the highest caliber.
- 2) We require that children and youth in residential facilities receive utilization reviews at least every 3 months with the goal of limiting length of stays.
- 3) We fully support Family Group Conferencing and Family Find to ensure families, youth and children are completely engaged in the process of permanency and connection with the understanding that sometimes there is a need for children and youth to return to other parts of our country and the world to achieve permanency and family connections.
- 4) We fully support family connections to help undocumented and immigrant children/youth gain permanency.
- 5) We require use of community based services, including diagnostic/assessment services before accessing residential care unless superseded by Virginia regulations for children and youth with disabilities.
- 6) We fully support new services as needed to maintain children and youth in the school setting.
- 7) We ensure full use of our allocated IEP Wraparound funds for children and youth with disabilities needing services in the home or community to prevent more restrictive IEP placements.

- 8) We continue our diversion programs, in line with DJJ's focus on diversion, to prevent children and youth from placement in detention and residential facilities. These youth are court ordered or are involved in services needed through our Court Service Unit as a result of truancy, runaway or criminal behaviors. We recognize that these children and youth have continued service needs. Additionally, we reinforce the use of incarceration or placement out of the home by the juvenile justice system only as a last alternative.
- 9) We meet with Judges, local court officers, and the legal community through participation in the Best Practice Court to continue our collaborative engagement.

Plan to meet Objective #2: Bringing our children and youth home

- 1) In FY18, Alexandria placed 22 CSA funded children and youth in residential, group home, diagnostic facilities and Shelter care. Although the ACPMT significantly reduced its use of congregate care from a high of 66 in FY 2008, the determination to continue focus on bringing our children and youth home remains a significant objective. At the start of FY19 we have 11 children/youth placed out of the City in congregate care. Our goal is to limit our reliance on congregate care as a service for our children/youth and look for permanent local family based homes. If these services are needed, we will limit the length of stay whenever possible.
- 2) An important element of cohesive continuity of care includes the use of short term crisis stabilization units and diagnostic facilities that provide services for no more than 90 days. These short-term interventions offer stability to a child, youth and family in crisis while ensuring that comprehensive wraparound services are developed and put in place to support the child, youth and family in the community. The ACPMT supports regional collaborative implementation of mobile crisis units and short term diagnostic interventions.
- 3) We continue to educate our staff on our goals and reinforce our commitment to this end by providing on-going orientation/training for new personnel as well as structured training for all staff involved with serving children and youth in Alexandria.
- 4) The ACPS continues review of all IEP private day and residential placements to determine whether we can best educate these children and youth in our school system and shift to lower levels of outside placement. Progress was maintained in FY18 as we begin FY19 with no IEP Residential placements.

Plan to meet Objective #3: Strengthening existing and developing new, community resources

- 1) We train line staff on CANS (Child Adolescent Needs Assessment) to assess children and youth needs based on statewide standards.
- 2) We support further development of community based supports to include the services offered through our CSB and local private providers. We advocate preventing reductions in critical services that support the ACPMT goal of keeping children and youth home.
- 3) We provide training to our private provider partners to ensure they align their services with our goals.
- 4) ACPMT members will continue collaboration with GALs, Judges, City Attorneys, CASA workers, the director of the Center for Alexandria's Children and others to actualize a work plan that addresses improvements in collaboration, data collection, parent and youth partnership, training and information sharing with the goal of improving outcomes for youth involved with multiple systems.

Plan to meet Objective #4: Maintaining services within our budgeted allocation

- 1) We strive to limit all CSA spending to the FY18 budget level by carefully monitoring expenditures. We engage all staff in the challenge to save CSA expenditures by providing comprehensive community based care.
- 2) We audit all Treatment Foster Care placements, our most comprehensive service placement for the neediest children and youth in foster care, by reviewing the CANs and VEMAT scores. These facilities have a range of services moving from least comprehensive to most comprehensive, Level I to Level IV. We move our children and youth to Level I as soon as possible. Levels must be consistent with the CANs and VEMAT.
- 3) We mandate use of Medicaid for all eligible and available services before allowing access to CSA funds. We require use of Medicaid reimbursable providers for services when possible.
- 4) We explore using Evidence Based Associates for all eligible and available services of our CSU youth before allowing access to CSA funds.
- 5) We deduct co-pay from cost of service, i.e., assume co-pay amounts will be paid in determining cost to CSA. We update the co-pay sheet yearly.
- 6) We support enforcement of child support orders.
- 7) We require use of respite funding through State funds before accessing CSA. Respite is used to provide an overnight, weekend or short-term placement for foster families needing a brief break from providing intensive care to children and youth with multiple needs. The use of respite leads to fewer disrupted placements for children and youth.
- 8) We ensure that home-based services are targeted to meet the intervention needs of children, youth and families as determined through the CANs assessment and FAPT review. Best practice requires a justification to continue beyond six months for this service.
- 9) We ensure that only services specifically listed on the IEP are eligible for the IEP mandated approvals
- 10) We require use of Medicaid for Treatment Foster Care case management. We ensure that staff is trained to submit the required paperwork for the Medicaid application and understand that the providers must have preauthorization from Medicaid before beginning the service.
- 11) We support our Independent Assessment, Certification and Coordination Team (IACCT) for assessing, certifying and coordinating youth referrals for placement into psychiatric congregate care facilities.
- 12) We continue development of our Family Assessment Planning Team (FAPT) to review for funding and recommend comprehensive services for children, youth and families. FAPT meets weekly and reviews service requests for children and youth in treatment foster care or family services support for children and youth needing services to prevent foster care placement as well as reviewing community based service needs for children and youth who have an individualized educational program (IEP), and community based service needs for our children and youth who are non-mandated.

Other ACPMT Actions to Improve Service and Contain Costs

The City of Alexandria offers Family Group Conferences, Family Team Meetings, Family Finding and Engagement, Intensive Care Coordination, and High Fidelity Wraparound Services to assist with maintaining children and youth in the community by establishing lifelong connections and creating permanency for children and youth. Our High Fidelity Wraparound Services are based upon combining informal and natural supports with formal services to help families remain intact and lessen dependency on public services. These services, and innovative partnerships with our treatment foster care and other programs, are used to help reduce the amount of time children and youth receive evaluation and treatment outside the community and improve positive outcomes for our most challenging children and youth.

The ACPMT fully supports and embraces the City-wide Children and Youth Master Plan coordinated by the Children, Youth and Families Collaborative Commission. A comprehensive City-wide plan of care for children and youth gives guidance, structure and support to develop system wide universal plans of care and services, ensuring a community wide approach for care and engagement.

The ACPMT embraces the Department of Juvenile Justice Transformation plan.

Fiscal Impact

The ACPMT believes these actions are not only in the best interest of children, youth and families. This strategy will also maximize available resources by shifting the focus of service away from more expensive services such as residential facilities, group homes, diagnostic facilities, foster care and private day educational institutions beyond our City limits or any facility utilized for the incarceration of or placement of a child or youth from their home (e.g., detention or Shelter care). Community-based services provided here in the City are not only less expensive provide more healthy growth and development opportunities. All service delivery recommendations will be made with the best interest of children, youth and families in mind. The CSA formulas established by the Commonwealth require a significantly lower match rate from the City for community-based services (26.5%) vs. a higher match rate for residential (66.36%) and other services (53.09%) provided beyond our City limits.

We plan to contain costs through maximizing the use of Medicaid, Evidence Based Associates, child support payments, respite funding, procedural reviews, professional training and tightened financial procedures.

The actions being taken above will control the costs of this mandated program. The current population of children and youth receiving services through the ACPMT is requiring more costly interventions than we have seen in recent years. The ACPMT will continue to oversee service recommendations that are both cost conscious and are in the best interest of children, youth and families.

August 27, 2018



ALEXANDRIA COMMUNITY SERVICES BOARD

Promoting Respect, Recovery, Hope



Roy Shannon, Chair

720 North Saint Asaph Street Alexandria, Virginia 22314 Phone: 703-746-3400

Fax: 703-838-5070

Carol Layer, Executive Director

August 31, 2018

Alexandria Community Services Board Annual Report

The Alexandria Community Services Board sets policies and oversees administration of Alexandria's publicly-funded mental health, developmental disability and substance use disorder services.

The principal activities and responsibilities of the Alexandria Community Services Board during this reporting year consisted of approving board policies, reviewing grant opportunities, advocacy efforts, serving as liaisons with other Alexandria boards and commissions, and funding and continuing oversight of critical care and support for the vulnerable residents of Alexandria. Following the retirement of the previous CSB Executive Director, in FY 2017, Carol Layer, was appointed as Executive Director. Ms. Layer assumed this role in addition to her existing duties as the DCHS Director of the Center for Adult Services. The CSB also welcomed the new DCHS Director of the Center for Children and Families, Dr. Stacey Hardy-Chandler, who will have oversight of all behavioral health and developmental disability services for children and youth. Dr. Hardy-Chandler replaced the previous Center Director who retired in the Spring of 2017.

Highlights of CSB activity in FY 2018 include:

- CSB Board members continued board education activities by hosting various
 presentations from City and non-profit representatives on a range of topics including:
 LGBTQ services; the City's response to the Opioid crisis; the mission and function of
 Sheltered Homes of Alexandria; the Elderly and Disabled Community Medicaid
 Waiver; and the Commonwealth Attorneys Office's new Mental Health Initiative.
- In Fall 2017, the CSB was pleased to receive a three year re-accreditation from CARF, the international behavioral health accreditation board for the following programs: Mental Health and Developmental Disability Day Support and Employment Services; Opioid Treatment Program; Child Case Management; Parent Infant Education; Youth Prevention.

- The CSB contributed to significant progress in efforts to expand prevention, outreach, treatment and community collaboration initiatives to address the opioid crisis.
 Examples of accomplishments are:
 - o creation of an opioid website and a number of public information tools (fliers, posters, business cards)
 - o a feature on a local news channel, highlighting DCHS and Alexandria Police Department's collaborative work on the crisis
 - o two community forums
 - surveys and focus groups with clients to help understand more about local opioid use patterns
 - Medication Assisted Treatment capacity was expanded
 - o a Drug Treatment Court Steering Committee was formed and a grant application submitted to support the development of a court in Alexandria
 - o an overdose response protocol was developed between Police and CSB staff, to ensure all overdose victims received outreach and engagement services
 - 23 REVIVE trainings were held in the community and trainings began in the Alexandria Detention Center with inmates
 - adoption of the HIDTA Overdose Map to help track overdoses and trends in real time; an overdose Spike Response protocol was developed; four Drug Take Back Days occurred
 - o a permanent Drug Drop Off Box was installed in a community pharmacy.
- With CSB support and collaboration, a non-profit housing partner, Sheltered Homes of Alexandria, acquired three single bedroom condominium units to serve individuals with serious mental illness in a best-practice, Permanent Supportive Housing model.
- City Council approved the updated CSB Housing Plan FY 2018-2025. The revised plan identifies the following priorities:
 - Achieve conformance with the Commonwealth's settlement agreement with the Department of Justice as well as licensing changes for Intellectual Disabilities (ID)/Development Disabilities (DD) individuals through the creation of smaller shared living settings (four or fewer beds per setting) or individual units integrated throughout the community.
 - o Increase consumer choice and access to affordable housing units.
 - Continue implementation of best practice permanent supportive housing practices through increased opportunities for single occupancy housing units for individuals with mental illness and/or substance use disorders.
 - o Prevent and end chronic homelessness.

- Early FY 2018 saw the "go-live" date of the new Electronic Health Record which, among other advantages, will help achieve compliance with various requirements under the Affordable Care Act. Implementation of the new system represented an opportunity for staff to re-visit policies and workflows.
- Feedback from CSB clients and family members at the May 2018 public hearing was overwhelmingly positive. Speakers thanked the Board for its support of services essential to their own or a loved one's recovery. One speaker inquired about services for a family member and another spoke about customer service issues, which were subsequently addressed.
- Planning began for initiation of Same Day Access in mid-FY 2019. Same Day Access (SDA) will allow CSB clients to receive intake, assessment and referral services on a walk-in basis for outpatient services.

The CSB recognizes the support and service of our former CSB members Joe Pankey (last CSB meeting September 2017) and Erin Croyle (last CSB meeting November 2017). Members like these makes it possible to expand and strengthen our impact and move closer to a community in which all residents enjoy a sense of well-being, safety and self-sufficiency. The Board thanks these members for their valuable contributions.

We would like to extend a warm welcome to our newest CSB members: Doug Woehlke, who replaced Joe Pankey as the Office of the Sheriff representative to the CSB, effective October

Economic Opportunities Commission Annual Report July 2017 – June 2018

Summary of Accomplishments

The mission of the Economic Opportunities Commission is to advocate on behalf of the City's economically disadvantaged citizens before City Council and the greater community. The Commission seeks to influence city policy and propose solutions for challenges facing the most vulnerable in our community. Within these guidelines, the EOC membership completed the following activities during its 2017/18 year.

EOC Policy and Membership Accomplishments

- This year we were able to maintain 16 members on our Commission. It took some time
 to replace some appointees of elected officials, but we were pleased we were able to
 maintain a consistent and enthusiastic Commission of community representatives. We
 were also pleased that ARHA had a representative on the Commission again after some
 years.
- Other Boards and Commissions in the City share common goals with the EOC. In an
 effort to increase communication and promote joint advocacy, the EOC participates in
 joint meetings of board and commission chairs who interact with the Department of
 Community and Human Services. Additionally, an EOC commission member serves as
 a representative on the Human Rights Commission, and representatives from the
 Commission on Employment serve on the EOC. We will be looking to expand our
 collaboration in the coming year.
- EOC revised its by-laws to better clarify the requirement that Category 2 members be nominated and elected by the organization to the EOC by an election.

EOC Member Activities

• The EOC hosted a number of speakers to expand members' awareness about different services, policies and other issues related to our core mission. These speakers include: Dr. Stephen Haering, Director of the Alexandria Health Department; Bernie Caton, Legislative Director for the City of Alexandria; Michelle Krocker of Northern Virginia Affordable Housing Alliance; Helen McIlvaine, Director, Office of Housing; Daniel Mekibib, Director, Workforce Development Center; Bill Reagan, Executive Director, Alexandria Small Business Development Center; and Ryan Touhill, Chief of Staff, Alexandria Economic Development Partnership.

- Commission member Salina Greene represented the EOC during the Resolution 830 working group discussions. We remain committed to finding ways to expand affordable housing and consider the discussion around Resolution 830 to be crucial.
- Geof Caldwell represented the Commission at the Rt. 1 Charrette. The EOC is concerned about preserving the affordable housing in the area.
- EOC members attended the Fairlington Presbyterian Church Affordable Housing meeting in support of the proposed redevelopment.
- EOC members also discussed the upcoming census and the importance of ensuring that all members of the Alexandria community are counted. We stand ready to support the City during this process.
- The major focus of the EOC for the year was completing the Community Needs
 Assessment. Commission members drafted survey questions covering issues such as
 income and employment levels, healthcare, food security, and housing to help better
 understand the challenges facing low income residents. EOC members then distributed
 the survey around the community at places such as ALIVE, the DCHS lobby and
 Campasina.
- Commission members also participated in the Review Committee for the Alexandria Health Department Community Health Planner.

Program and/or Legislative Accomplishments

- The EOC submitted a legislative packet to the City for its consideration for the 2018 legislative session. We were pleased to see that two of our longstanding legislative priorities at the state level - Medicare Expansion and Ban the Box - were adopted this year.
- The EOC collected 270? responses to our Needs Assessment survey from different parts of Alexandria. The collected data is being analyzed and will be published in a report later this year.
- The Commission continued to reviewed and approve Community Services Block Grant application and quarterly reports.
- The EOC strongly supported the passage of a small increase to the meals tax in
 Alexandria to support affordable housing. One of the major challenges with fulfilling the
 Housing Master Plan's objective in developing affordable units is the lack of funding.
 This small increase in tax, which helps capture revenue from tourists and business
 people who do not live in the City, is expected to cut the funding deficit in half.
- The EOC also wrote a letter to the City Council in support of the Fairlington Church Project. We were pleased to see this project approved by Council and will continue to support the project as it begins construction.

Goals for 2018-2019

 Make recommendations for the City's Legislative Package for the 2019 General Assembly Session that will improve the quality of life for low income Alexandrians and strengthen pathways toward self-sufficiency;

- Analyze the results of the Community Needs Assessment, draft and publicize a final report, highlighting possible strategies to assist families in moving toward selfsufficiency;
- Continue meeting with Chairs of other Boards and Commissions to identify common objectives and coordinate services and messaging to ensure the voice of low-income Alexandrians is represented;
- Continue to advocate with elected officials and policy makers for affordable housing, increased medical coverage, homeless services and funding, and improved employment opportunities and economic development for persons living in poverty;
- Continue collaboration with other commissions and organizations to make progress toward strategic goals and learn about the unique needs of Alexandrians represented by these commissions, such as Partnership for a Healthier Alexandria and the Partnership to Prevent and End Homelessness.

Leadership

- Officers for the upcoming year were elected at the June 2018 meeting: Kelly Stone will serve as Chair, Geof Caldwell as Vice-Chair. Maani Stewart was elected as Secretary.
- Jessica Lurz from DCHS acted as the staff liaison to EOC during the course of the 2017/2018 year.

Attachments

- 1. Any notable letters to City Council, date, subject
- 2. Any letters to other Advisory Groups, date, subject
- 3. Any completed reports or relevant documents

APPENDIX F. ADVISORY GROUP ANNUAL ATTENDANCE REPORT TEMPLATE

CITY OF ALEXANDRIA [ADVISORY GROUP NAME] MEETING ATTENDANCE REPORT

IULY 1, 2017 THROUGH JUNE 30, 2018

CHAIRPERSON:	Canek Aguirre	
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MEMBER'S NAME	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Canek Aguirre (Chair)	X	X		X		X		100		X	X	X
Fara Islam	U						3.4					
Gila Harris	E	X		Е		Е				Χ	X	Χ
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Kelly Stone (Secretary)	X	X		X		X	100		- Salah	X	E	X
LaDonna Sanders	E	X		X		X				Χ	X	X
LaVon Curtis	E	X		X		X				X	X	X
Maani Stewart	X	X		X		X				Е	Е	X
Richard McPike	Е									East.		eraini Ali
Geoff Caldwell	X	X		X		X				Е	X	X
Samantha Pitts-Kiefer	E											
Salina Greene	X	X						A CO		Е	Е	X
Greg Parks	U	X		X		Е		2.46	3 Mo	U	E	X
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Hope Nelson	X	X		X		X		a d		Е	X	Е
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INDICATE: X – FOR PRESENT E – FOR EXCUSED U – FOR UNEXCUSED

LIST OF THOSE WHO DID NOT ATTEND 75% OF MEETINGS:

• N/A

FORM MUST BE SIGNED BY CHAIRPERSON	
(APPROVED)	_ (Chairperson)

HISTORIC ALEANDRIA RESOURCES COMMISSION ANNUAL REPORT

for

FISCAL YEAR 2018: JULY 2017 - JUNE 2018

I. SUMMARY

In FY 2017-18, the Historic Alexandria Resources Commission made several changes in operating processes and in the focus of its activities. Because of the plethora of issues that should be addressed by the Commission, the membership elected to hold monthly meetings throughout the year as do other commissions, rather than suspend meetings during the summer. Also, to accommodate better the commissioners' schedules and other obligations, meetings are now convened earlier in the evening and aggressive efforts are made to conclude business within two hours. To aid in efficient and effective attention to the issues addressed by the Commission, several new committees were established.

Changes have also been made to the content and focus of the meetings. More time is devoted to discussion of issues relevant to HARC goals rather than to courtesy briefings and information presentations. Also, deliberations now consistently address whether HARC positions should be communicated to other organizations relevant to historic preservation and other areas of concern or other actions should be taken.

II. OPERATING PROCESSES

Meetings now convene at 7:00 pm on the third Tuesday of every month. Election of officers for FY 2018 resulted in a modification of usual prior practices. The two candidates nominated to chair HARC proposed that they jointly lead the Commission. The membership voted to accept that approach, and the two nominees were elected as co-chairs and shared leadership of HARC. The Co-Chairs alternated presiding at the meetings and conducted the business of HARC in full, continual and open consultation. Martha Harris was elected to the position of Vice Chair. The meeting agendas prepared by the Co-Chairs were designed to promote efficient and effective deliberation, and meetings are managed to conclude deliberations, if possible, by 9:00 pm.

III. COMMITTEES

During FY 2017, two committees were established by HARC – the Finance Committee and the Nominating Committee. Those committees were continued in FY 2018. The Nominating Committee, Chaired by Commissioner Linda Lovell, prepared the slate of nominees presented to HARC for the election. The Committee obtained general information on the qualifications of the

candidates and requested that candidates provide responses to a standard questionnaire. That information was provided to the Commissioners to provide a sound basis for the election of officers.

The focus of the Finance Committee, Chaired by Danny Smith, was on gathering information on sources of funding that would be useful to those responsible for preservation of historic properties. It is not the goal of the Finance Committee to obtain the funding, but rather to provide information that responsible parties can use for important fund-raising campaigns.

In addition to the committees described above three other Committees were established during FY 2018: Office of Historic Alexandria and Planning Support Committee, Advocacy Committee, and the Educational Outreach Committee, The full suite of committees is as follows:

A. Office of Historic Alexandria and Planning Support Committee

Linda Lovell, Chair Stephen Stuart Laura Lieberman

B. Advocacy Committee

Martha Harris, Chair McArthur Myers (term expired during FY 2018) Tobin Tracy Gail Rothrock Bill Hendrickson

C. Educational Outreach Committee

John Dumsick, Chair Jolande Goldberg Keith Lawson Moore

D. Finance Committee

Danny Smith, Chair Martha Harris Keith Lawson Moore Linda Lovell

E. Nominating Committee

Linda Lovell, Chair Laura Lieberman

HARC members joined existing Waterfront History related committees established by the Alexandria Archaeological Commission, in particular the African-American Heritage Trail Committee which includes three current HARC commissioners and one former member. In

addition, HARC members have participated in the AAC's Waterfront History Plan Implementation Committee, weighing in on history content for King Street Interim Park.

IV. HARC ACTIVITIES

In the past year, HARC reduced the number and duration of briefings and presentations, which in the past consumed valuable meeting time and reduced the time available for commission business. This refocusing allowed more time for identifying current and anticipated issues relevant to historic preservation and other HARC priorities, discussing those issues as needed, and developing any appropriate actions. Following are descriptions of the more significant issues addressed by HARC during FY 2018.

- A. Painting of Masonry Surfaces An issue that came before the Old and Historic Alexandria District Board of Architectural Review (OHAD BAR) involved the painting of the historically significant masonry façade of a residence at 402 South Pitt Street. Although the owners initiated the painting without the necessary approvals and were told to stop the project when city staff became aware of it, the painting was completed. The BAR reviewed the situation and ordered that the paint be removed. The BAR decision was appealed to the City Council and HARC adopted a motion authorizing the Co-Chairs to provide a statement to the City Council supporting the BAR decision. The BAR decision was unanimously upheld by the City Council.
- B. Violation of Historic Preservation Requirements The BAR determined that a resident at 420 South Lee Street had not complied with the provisions of a permit granted in 2012 to remove a portion of the brick foundation of an iron fence at the front of the house and adjacent to the public sidewalk. The applicant subsequently proposed a wicket style Victorian period fence but asked to eliminate the pedestrian gate on the north side of the property and to install an eight foot wide pair of gates on the south side of the property where it would be aligned with an existing driveway curb cut. The owner's auto had been seen on multiple occasions parked in the front yard in violation of city ordinance. The BAR ordered that the proposed "pedestrian" gate be no more than 6 feet wide. That decision was appealed by the applicant to the City Council. HARC adopted a motion authorizing the Co-Chairs to provide a statement to the BAR and subsequently to the City Council supporting the BAR decision. The BAR decision was unanimously upheld by the City Council.
- C. Freedom House Museum During FY 2017, HARC was informed that operations of the Freedom House Museum located in the building on Duke Street housing the Northern Virginia Urban League might be in jeopardy. The Urban League was experiencing some financial challenges and was not able to keep the museum open, and there was some concern that the condition of the historic building was declining. Furthermore, there was some concern that the Urban League might decide to sell the building, which might affect or even close the museum. HARC discussed the issue and adopted a motion to

underscore to Council the importance of the museum and site for Alexandria and the nation, and to urge that the city provide assistance to the Urban League to provide for orderly resolution of maintenance and finance issues to preserve the museum. The concerns of HARC were immediately communicated informally to the Mayor, Council members, and city staff. While a draft letter from HARC to the City Manager was in preparation, further discussion with the City Manager revealed that the city had taken steps to assist the Urban League. The Office of Historic Alexandria now operates the museum and negotiations are underway for a permanent arrangement that will protect and preserve the museum. The Office of Historic Alexandria submitted a grant application to the National Trust for Historic Preservation and received a grant of \$50,000.

- D. Combined Sewer Outfalls By action of the Virginia General Assembly, Alexandria has been ordered to correct the discharge of raw sewage into the Potomac River when the Combined Sewer System is overwhelmed by rain and the treatment facility cannot handle the flow. HARC has monitored the issue carefully because of the potential that this major construction activity in and near the Old and Historic Alexandria District could cause damage to historic structures. Alexandria RENEW is responsible for the project. A conceptual design has been selected and approved by the state, and more detailed design based on geologic investigations is underway. HARC has established contact points within RENEW to promote full awareness of ongoing and proposed activities and expedient communication regarding actual and potential historic preservation risks.
- E. Combined BARs City Council has directed that staff explore combining the Boards of Architectural Review for the two historic districts in Alexandria the OHAD and the Parker-Gray District. Many other cities with multiple historic districts have a single BAR that is charged with implementation of distinct architectural requirements that are tailored to each district. Staff of the Historic Preservation Division of Planning and Zoning are developing background on the proposal and public meetings are being held to obtain input from interested parties. HARC has been provided information from the Historic Preservation Division, has discussed the issue, and several commissioners are attending the public meetings. HARC has not yet established a position on the issue.
- F. Equal Justice/ Freedom Initiative Alexandria has been identified by the Equal Justice Initiative as the site of two lynchings of African Americans. In conjunction with acknowledgement of that project, students from the District of Columbia Duke Ellington School traveled to Alabama to participate in the dedication of the memorial to African American victims of such lynchings to represent our area. HARC elected to communicate support for that effort to city staff.
- G. Ramsey Homes The effort to preserve one of the buildings was unsuccessful, but the Alexandria Redevelopment and Housing Authority agreed to allocate \$50,000 of the remediation funding to interpretation of the architectural and historical significance of the buildings. Prior to initiation of demolition, John Dumsick from HARC and Al Cox,

Manager of the City's Historic Preservation Division, provided excellent tours of a unit where partial removal of superficial features allowed observation of structural features. As demolition began in earnest, key components of the novel prefabricated structures were salvaged and placed in protected storage with the expectation that they will ultimately be displayed to illustrate the groundbreaking prefabrication and construction techniques used in the Ramsey Homes.

- H. Waterfront History Plan Implementation and African-American Heritage Trail Activity on the Waterfront is accelerating with completion of the Indigo Hotel, beginning of construction at the Robinson Terminal South and discovery of the remains of three ships, completion of the relocated Old Dominion Boat Club building, and construction of the interim park at the foot of King Street. The design of the interim park involves input from multiple organizations and HARC is monitoring activities by the Arts Commission, the Archaeological Commission, Visit Alexandria, the Office of Historic Alexandria, and Department of Project Implementation. HARC is urging some limited acknowledgement at the interim park of the maritime history of Alexandria, but recognizes that the interim nature of the park precludes implementation of the permanent elements of the Waterfront History Plan. Related to that plan, HARC is also participating in the design and implementation of the first history trails which form a key component of the Waterfront History Plan and are also anchored to the Interim Park area. These first trails will focus on African-American History, but the templates and technologies developed will be used for a wide range of similar trails with other themes.
- I. Alfred Street Baptist Church The Alfred Street Baptist Church has proposed a major enlargement of their facility bounded by Alfred, Duke, Patrick, and Wolfe Streets. HARC received input from neighbors in the vicinity of the church and the church was scheduled to do so also. However, technical issues have delayed the church's plans, so they have postponed providing input to the HARC.
- J. Vice Chair Martha Harris arranged a meeting with selected members of the National Trust for Historic Preservation that was held at Lloyd House. Key topics included sustainability of historic property museums and enforcement of historic easements. Gretchen Bulova serves as the point of contact with NTHP.
- K. To collect background and ideas for the revised Office of Historic Alexandria strategic plan, Gretchen Bulova sponsored a gathering at the Lyceum. Break-out groups were tasked with identifying and developing input for various critical issues facing HARC. A spokesperson for each group then presented consensus answers.

V. GOALS FOR FY2019

- A. HARC has been monitoring applications docketed for presentation to the BARs and providing input as appropriate. That activity will continue in FY 2019.
- B. HARC will also continue to monitor appeals of BAR decisions to the City Council and provide input to those deliberations as appropriate.
- C. HARC will continue to monitor proposed changes to the building code by the State of Virginia that could impact historic preservation efforts and provide relevant input to the process.
- D. With the unusually high turn-over in elected city officials that appears likely based on the results of the June primaries, HARC will undertake various outreach efforts to apprise newly elected officials of the HARC mission and established positions on current resource, education, and preservation issues as well as to offer assistance on new and emerging historic resource issues.
- E. The Washington Metropolitan Area Transit Authority has announced that the Yellow and Blue Metro lines providing service to Alexandria will be closed for three months during the summer of 2019. HARC will continue to monitor this coming disruption and the potential impacts on historic tourism and explore actions to mitigate those impacts.
- F. Plans for expansion of the Alfred Street Baptist Church will be monitored as progress is made by the church. Input from the church will be encouraged as their plans are better defined.
- G. As the Combined Sewer Outfall Project evolves, HARC will monitor the plans and implementation to identify threats to preservation and will seek changes that eliminate the threats or mitigating actions to reduce the impacts.
- H. Enforcement of easements protection historic properties has recently precipitated some issues. HARC will continue to monitor developments and will seek to identify effective processes for enforcement of historic easements.
- I. The Torpedo Factory is one of the premier resident artist facilities in the nation. HARC will monitor developments at this historic facility related to the artists' association and city functions with the goal of enhancing its long term viability as a key historic attraction in Alexandria.
- J. Promoting appreciation of the historic heritage of Alexandria among the younger generation of Alexandria residents will be pursued through outreach to the Alexandria City Public Schools.

VI. COMMISSION OFFICERS, MEMBERS AND AFFILIATIONS

A. Officers

Co-Chairs: Elizabeth (Indy) McCall

Danny Smith

Vice Chair: Martha Harris Secretary: Stephen Stuart

B. Members and Affiliations

Melinda Barnes - Alexandria Historical Restoration and Preservation Commission

Elliot Bell-Krasner – Member-at-Large

John Dumsick - Carlyle House

Shawn Eyer - George Washington Masonic Memorial

Jolande Goldberg - Torpedo Factory Artists Association

Martha Harris – Volunteer (Historic Alexandria Docents)

Bill Hendrickson - Planning District II

Laura Lieberman - Lee-Fendall House

Linda Lovell – Mortar and Pestle Society (Alexandria Historic Landmark Society)

Elizabeth McCall – Alexandria Archaeological Commission

Maddy McCoy - Planning District II

Krystyn Moon – Alexandria Historical Society

Keith Moore – Christ Church

Severiano Ortiz – Planning District I

Gail Rothrock - Historic Alexandria Foundation

Monica St. Dennis - Public Records Advisory Commission

Danny Smith - Business Representative

Kelly Spradley-Kurowski – Civic Association At-Large

Stephen Stuart - Planning District III

Nancy Tingen - Alexandria Association

Tobin Tracy - Old Presbyterian Meeting House

C. Vacancies:

Visit Alexandria (Alexandria Convention and Visitors Association Board of Governors)

Alexandria Society for the Preservation of Black Heritage

Northern Virginia Fine Arts Association

Business Representative (Chamber of Commerce)

Planning District I (1 member)

Planning District III (1 member)

MEETING ATTENDANCE REPORT **BOYRDS VAD COMMISSIONS** CITY OF ALEXANDRIA

10LY 1, 2017 THROUGH JUNE 30, 2018

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ALEXANDRIA HISTORICAL RESTORATION AND PRESERVATION COMMISSION

REPORT TO CITY COUNCIL

July 2017 to June 2018

The Alexandria Historical Restoration and Preservation Commission (AHRPC) was created and is governed by an Act of the Virginia General Assembly in 1962, as subsequently amended. The general purpose of the Commission is to promote historic preservation throughout the City. It consists of nine members, two of whom are appointed by the Governor and seven of whom are appointed by City Council. These members are broadly representative of persons throughout the City who are committed to maintaining strong support for a vital approach to historic preservation in Alexandria.

During the period July 2017 through June 2018, the Commission met at scheduled sessions every month at Lloyd House, its property at 220 North Washington Street.

COMMISSION ACTIVITIES

The activities of the Commission fell within the following topics:

- Easements
- Advocacy
- Outreach
- Property Management

Historic Preservation Easements

Under its authority to own real property within the City of Alexandria, the Commission is the grantee of approximately 40 residential, commercial, and public properties. These easements cover facades, interiors, and contextual open spaces of historic significance.

During each year, the Commission oversees the inspection of a selection of these easement properties to assure that they are being maintained according to the specific terms of their easements. The selections are made so that all properties are viewed within a reasonable period. The inspections are carried out by members of the Commission at times mutually agreeable to the property owners. Subsequent to an inspection, a report is filed in the easement record and the property owner is notified of the results by letter.

The Commission also maintains a list of the historic preservation-related easements on properties throughout the City of Alexandria whether the Commission is the grantee or not. Efforts continue to ensure that the list is as complete as possible and that the City real estate records cross-check with the Commission list. The Commission has become a substantial source on specific easements and their provisions for the Planning and Zoning Department, as well as other City staff.

As part of its easement program, the Commission helps grantors develop proposed changes in their properties that may be required legally or needed by the owner but that will also be consistent with the terms of the easements on the properties. If the work is also subject to review and issue of a certificate of appropriateness by the Board of Architectural Review, the Commission works with the Planning and Zoning Staff to assure that the results are consistent both with the terms of the easement and the considerations the BAR must take into account. This may sometimes involve a second round of deliberations if the initial proposal causes collateral effects that may well need to be reviewed for consistency with the easement. These generally involve the Commission's passing on each stage before the related work can be scheduled to begin. During this period, the Commission reviewed a project at 409 East Custis Avenue. Also, as part of the rehabilitation work at 213 North Fairfax Street, the Commission and the owners agreed to record a preservation easement that protects the entire exterior of the building; the remaining capsulated portions of the masonry wall on the east elevation; and historic interior features that include the flooring in the first floor two front parlors and entire third story (excluding landing), period reeded casings on the first floor (arched opening, front door, and front parlor), fireplace mantles in the first floor two front parlors; and the original interior paneling on the basement stair. Prior to the execution of the preservation easement, both parties agreed that the AHRPC will photograph and document the existing conditions of the features covered by the easement before and after construction. This project is still ongoing and the easement will be executed in 2019.

In light of the Commission's experience with easements in recent years, policies are being developed to better inform, educate and provide technical guidance to existing and future easement holders. The Virginia Department of Historic Resources easement policies were used as a model.

Advocacy

The Commission strongly supports historic preservation efforts throughout the City and presents its preservation positions before formal procedures of the City Council, Planning Commission, Board of Zoning Appeals, and the Boards of Architectural Review. It participates in periodic forums created by City offices and non-government groups consulting in the development of preservation policies that will be espoused in its presentations. It also supports the City's preservation programs as occasions arise.

The Commission devotes a substantial effort to determining when it should intervene in formal proceedings before the Boards of Architectural Review, the Board of Zoning Appeals, the Planning Commission, and the City Council. Occasions for such intervention may arise during the course of any year involving preservation issues raised in proposals to demolish and/or develop properties the Commission believes warrant treatment appropriate to their specific historic character and their contribution to the historic character of the City. Aside from the continued development along the waterfront and the ongoing planning efforts for the construction of the Metro station in Potomac Yard, the Commission closely monitored activities associated with the Alfred Street Baptist Church, Route 1 Housing Authority, and the Combined Sewer Overflow (CSO) tunnel.

The Commission continues to serve as the lead in the inventory of the alleys in Old Town. Working alongside other Commissions' members, City Planning staff, and citizen volunteers, members of AHRPC held several meetings during this period and carried out survey outings to record the existing conditions

of the alleys. Also, during this period all alleys were documented and the alley group is presently developing treatment recommendations that will assist the city in managing the historic alleys. Finally, alley group members provided presentations to various civic organizations and public, which included at the Lyceum in September 2017; Old Town Civic November 2017; and to the BAR in November 2017.

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Through common members, the Commission is also in constant contact with the Board of Trustees of Historic Alexandria Foundation—with which the Commission jointly holds a number of easements—and the Historic Alexandria Resources Commission. Active participation in these other organizations is particularly helpful in developing supporting positions and actions to promote preservation in the Old and Historic Alexandria District.

Contacts continue with citizen associations and City staff to explore ways in which the Commission might help to develop cooperative programs for maintaining enthusiasm and energy for historic preservation throughout the City as well as in the two local historic districts and the other National Register Historic Districts. As part of Preservation Month in May 2018, Mike Commisso served on a panel discussion called *Preservation Incentives: Easements and Tax Credits*. Looking at both preservation easements and rehabilitation tax credits, attendees obtained a better understanding of how easement programs operated and an opportunity to ask the panelists. Other Panelists included Ross Bradford (National Trust for Historic Preservation), Paige Pollard (Commonwealth Preservation Group) and Elizabeth Tune (Virginia Department of Historic Resources).

The Commission maintains a regular meeting agenda to discuss improving the ways for communicating with (1) new home owners about the responsibilities of living in an historic district and (2) existing home owners whose property has an easement on it and the need to convey the latter's terms to succeeding buyers.

Property Management - Lloyd House

The Commission owns Lloyd House and leases it, at no fee, to the City. The Commission believes this is a "partnership" highly advantageous to both parties. The City houses the administrative offices of the Office of Historic Alexandria in Lloyd House and has very attractive open space and meeting facilities for City use there. The City also rents these Lloyd House facilities to private groups for meetings, receptions, and a range of other functions. In turn, the Commission is able through this arrangement to fulfill its stewardship responsibilities for this architecturally very beautiful and important 18th-century historic structure. The Office of Historic Alexandria provides administrative assistance to the Commission.

Under the terms of the lease, the City has continued to maintain the structure and gardens of the property in a highly satisfactory fashion.

GOALS

During the coming year, the Commission intends to continue the main lines of the programs that it has been following to implement its general mission to promote historic preservation throughout the City of Alexandria. It will strive to maintain a **robust easement program** wherein it will work to encourage owners of historically relevant properties in the City to donate easements that will reinforce the official City preservation efforts. It will develop a schedule of inspections to assure that easements the Commission holds are being scrupulously followed. The intent will be to make personal visits to at least 15 of these properties within the next six months. The Commission will also continue to maintain a list of all the properties within the City that have recorded preservation/conservation easements, including those held by organizations other than the Commission. This will need to be a cooperative arrangement with the Recorder's office, and it will involve reconciling the Commission's list with the data in the property assessment files.

The Commission will actively continue its **advocacy role**. Besides closely monitoring the agenda of the BARs, the BZA, the Planning Commission, and the City Council, it intends to follow the various citizen working groups engaged in new developments such as within the waterfront planning area and the Potomac Yard Metro station. As it has done in the past, it will take positions arguing for protecting important historic resources that may be compromised or threatened by proposals before these bodies and developments as they proceed.

Finally, the Commission intends promoting an **outreach effort** more aggressively, in cooperation with like-intentioned organizations. This effort will be directed at applying the principles of historic preservation where relevant throughout the City. It envisions, among other approaches, participating in meetings of local citizen associations to explore whether and how these principles may apply in their areas of interest.

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The Commission is relatively small in numbers and relies heavily on individual members to help execute its program. During this year, the City Council appointed one new member to the Commission. Commission members continue to be aware that it is incumbent upon them to encourage applications for these positions by Alexandrians who are vitally interested in the preservation of the City's historic resources.

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CITY OF ALEXANDRIA BOARDS AND COMMISSIONS MEETING ATTENDANCE REPORT

JULY 1, 2017 THROUGH JUNE 30, 2018

COMMISSION: Human Rights Commission CHAIRPERSON: Matt Harris

2017 2018

2017					2018							
MEMBER'S NAME	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Danielle Beach	Х		Х	X	X	X	X	E		E	Х	X
Amy Blackwood					-	-	₋			Х	U	X
Katie Dilks	-					_				Х	X	Х
Francisco Duran	X		Х	X	X	E	X	E		Х	E	X
Damien Hammond, Sr.			 			-	Х	Х		Х	E	Х
Christopher Harris	Х	-	Х	Х	Х	Х	Х	Х		Х	Х	X
Matt Harris	Х		Х	Х	Х	X	Х	Х		Х	E	X
Monika Jones	Х		Х	Х	Х	X	Х	X		E	E	X
Susan Kellom	Х		Е	Х	Х	Х	Х	Х		E	E	E
Michael Kreps	Х		X	E	Х	E	Х	Х		Х	E	Е
David Rigsby	Х		E	Х	Х	Х	Х	E		Х	Х	Х
Tom Sachs	Х		E					-		-	 	
LaDonna Sanders	E		Х	X	X	E	Х	U		E	U	Х
Scott Schwartz	Х		Х	Х	E	X	E	Х		Е	Х	Х
Randy Sengel	E		X	X	E		-	-				
Jenny Wade	Х		E	X	Х	Е	E	Х		E	Х	E
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LIST OF THOSE WHO DID NOT ATTEND 75% OF MEETINGS:

(FORM MUST BE SIGNED	BY CHAIRPERSON)		

(Chairperson)

ALEXANDRIA INDUSTRIAL DEVELOPMENT AUTHORITY

DATE:

August 31, 2018

Directors

Mark C. Williams

TO:

Gloria Sitton, City Clerk and Clerk of Council

Chair

CC:

Hon. Allison Silberberg, Mayor

Members of City Council

Andrew Palmieri

Vice Chair

Mark C. Williams, Chair

Alexandria Industrial Development Authority (IDA)

Lynn Hampton

Secretary

RE:

FROM:

IDA Annual Report (July 1, 2017 - June 30, 2018)

Allison Cryor DiNardo

Dak Hardwick

Christopher Hartman

Nick Lee

Pursuant to Alexandria's City Code Section 2-4-7(i)(1), attached is the Alexandria IDA's Annual Report for July 1, 2017 through June 30, 2018.

Counsel to the AIDA

Michael W. Graff, Jr.

McGuireWoods LLP

The Report includes a current list of IDA board members and their attendance records. No member of the IDA was absent without excuse for greater than 25 percent of the IDA's meetings.

Staff to the AIDA

Stephanie Landrum

AEDP, Inc.

The IDA completed four bond transactions this year, including refinancings, modifications and new money issuances that allowed borrowers to access favorable interest rates and recognize significant savings. Applicants included the American Academy of Otolaryngology-HNS Foundation (AAO-HNS), Catholic Charities USA, the American Society of Clinical Oncology (ASCO) and INOVA Health Systems. The AAO-HNS issuance was a combination of refinancing and new money- the new money portion of the issuance represents a face-value of approximately \$8.5 million, to be used for renovations and improvements at their Alexandria headquarters in Old Town. Together with smaller receipts from pooled financing programs, the transactions collectively yield 2017-2018 IDA fees (all paid to the City to support economic development activities) of just over \$33,000.

Over the past 20 years (since the beginning of FY1998) we have processed 81 applications, **issued more than \$1 billion in bonds** and collected in excess of \$2.2 million in fees, which are dedicated for economic development purposes. No losses have ever been incurred by the IDA or the City over the history of this program. The IDA's bond issuances continue to be at no cost or liability to the City or the IDA, which are immune by state law from liability for the repayment of the bonds that the IDA issues and from associated costs and interest, and the IDA is represented in transactions by skilled legal counsel at the expense of borrowers and not the City.

This year, as in the past, the IDA received extraordinary support from our administrator, AEDP President & CEO Stephanie Landrum, our legal counsel, Michael W. Graff of McGuireWoods LLP, and City Finance Director Kendel Taylor.

The IDA Board did not make any changes to procedures, policies, or functions during this reporting period.

In addition to the attendance report, please find attached to this memo minutes from each Authority meeting held in FY2018 and a list of applications processed during the year.

If you have any questions, please do not hesitate to contact me or Stephanie Landrum, President & CEO, Alexandria Economic Development Partnership, Inc. at 703/739-3820.

APPENDIX F. ADVISORY GROUP ANNUAL ATTENDANCE REPORT TEMPLATE

CITY OF ALEXANDRIA INDUSTRIAL DEVELOPMENT AUTHORITY OF THE CITY OF ALEXANDRIA MEETING ATTENDANCE REPORT

IULY 1, 2017 THROUGH JUNE 30, 2018

CHAIRPERSON:	Mark C.	Williams	

CALENDAR YEAR:		2018					2017					
MEMBER'S NAME	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Mark C. Williams					X	X	X					X
Andrew Palmieri					X	Е	X				i i	X
Lynn Hampton					X	X	X					X
Allison DiNardo					X	X	X					X
Dak Hardwick**					Е	X	N/A					X
Christopher Hartman					X	X	X					X
Nick Lee					X	Е	E					X
Donald Simpson, Sr.*					N/A	N/A	Е					N/A
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LIST OF THOSE WHO DID NO N/A											
*Donald Simpson, Sr.'s term expired on $9/10/17$; **Dak Hardwick was appointed effective $9/12/17$											
FORM MUST BE SIGNED BY CHAIRPERSON (APPROVED)(Chairperson							rson)				

ALEXANDRIA INDUSTRIAL DEVELOPMENT AUTHORITY

Directors

Mark Williams

Chair

Summary Minutes July 11, 2017 5:00 p.m.

Andrew Palmieri

Lynn Hampton

Vice Chair

Secretary

Present:

Mark Williams

Andrew Palmieri

Lynn Hampton

Allison DiNardo Chris Hartman

Allison Cryor DiNardo

Christopher Hartman

Also Present:

Stephanie Landrum, Alexandria Economic Development Partnership

Nick Lee

Donald Simpson, Sr.

I. Call to Order

Chair Mark Williams called the meeting to order at 5:11 p.m.

Counsel to the AIDA

Michael W. Graff, Jr.

McGuireWoods LLP

II. Approval of December 6, 2016 Meeting Summary Minutes

Chair Williams entertained a motion for the approval of the minutes of the December 6, 2016 meeting.

meetir

Staff to the AIDA

Stephanie Landrum

AEDP, Inc.

Motion: Lynn Hampton moved and Andrew Palmieri seconded a motion to approve the minutes. The motion was passed unanimously.

III. Review of FY2017 draft Annual Report

Members reviewed and made edits to the circulated draft annual report.

Motion: Lynn Hampton moved and Andrew Palmieri seconded a motion to approve the report for submission, as edited. The motion was passed unanimously.

IV. Old Business

Members reviewed current terms and discussed upcoming expirations.

V. New Business

None.

VI. Adjournment

There being no further business, Chair Williams adjourned the meeting at 5:25 p.m.

Stephanie Landrum, Assistant Secretary

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ALEXANDRIA INDUSTRIAL DEVELOPMENT AUTHORITY

Summary Minutes December 5, 2017 5:00 p.m.

Mark Williams

Andrew Palmieri Lynn Hampton

Allison DiNardo

Dak Hardwick Chris Hartman

Nick Lee

Chair

Directors

Mark Williams

Andrew Palmieri

Vice Chair

Lynn Hampton Secretary

Allison Cryor DiNardo

Dak Hardwick

Christopher Hartman

Nick Lee

Also Present:

Present:

Sean Glynn, Arent Fox

Michael Graff, McGuire Woods LLP

Carrie Hanlon, Senior Director, Financial Operations, AAO-HNS

Stephanie Landrum, Alexandria Economic Development Partnership (by phone

Ryan Touhill, Alexandria Economic Development Partnership

Counsel to the AIDA

Michael W. Graff, Jr.

McGuireWoods LLP

I. Call to Order

Chair Mark Williams called the meeting to order at 5:01 p.m.

Staff to the AIDA

Stephanie Landrum

AEDP, Inc.

II. Approval of July 11, 2017 Meeting Summary Minutes

Chair Williams entertained a motion for the approval of the minutes of the July 11, 2017 meeting.

Motion: Lynn Hampton moved and Allison DiNardo seconded a motion to approve the minutes. The motion was passed unanimously.

III. Consideration of Application and Bond Resolution for Modifications, Refunding and New Money for the American Academy of Otolaryngology- Head and Neck Surgery Foundation (AAO-HNS)

Michael Graff, bond counsel for the Authority, provided information about requested actions before the Alexandria IDA to allow AAO-HNS to make modifications, refund existing bonds and access new money related to acquisition and improvements at 1650 Diagonal Road, their Alexandria headquarters. Carrie Hanlon, AAO-HNS's Senior Director of Financial Operations and their counsel, Sean Glynn, provided additional information and answered questions about the organization and the changes requested to the financing.

Motion: Andrew Palmieri moved and Allison DiNardo seconded a motion to approve the resolution. The motion was passed unanimously.

IV. Old Business

Members discussed the delay in availability of the annual financial disclosure forms required by the Commonwealth of Virginia and City of Alexandria, and Chair Williams advised that he would memorialize this delay, and expected completion dates, with the City Clerk via email.

The group then reviewed and discussed § 15.2-4900 of the Code of Virginia, Industrial Development and Revenue Bond Act, to include historic eligible projects and how, and if, these would change with pending federal tax reform legislation.

V. New Business

The Authority discussed guidelines for meeting announcements or cancellations, finding a compromise between providing flexibility to applicants and certainty for members' scheduling.

Motion: Andrew Palmieri moved and Lynn Hampton seconded a motion to have staff provide five business days' notice for meeting cancellations. The motion was passed unanimously.

VI. Adjournment

There being no further business, Chair Williams adjourned the meeting at 5:52 p.m.

Stephanie Landrum, Assistant Secretary

Hephanie Homelin

ALEXANDRIA INDUSTRIAL DEVELOPMENT AUTHORITY

Directors
Mark Williams

Chair

Summary Minutes May 8, 2018 5:00 p.m.

Andrew Palmieri

Lynn Hampton

Vice Chair

Secretary

Present:

Mark Williams

Andrew Palmieri

Lynn Hampton

Allison DiNardo Chris Hartman

Nick Lee

Allison Cryor DiNardo

Dak Hardwick

Also Present:

Michael Graff, McGuire Woods LLC

Stephanie Landrum, Alexandria Economic Development Partnership

Christopher Hartman

Nick Lee

.....

I. Call to Order

Chair Mark Williams called the meeting to order at 5:05 p.m.

Michael W. Graff, Jr.

McGuireWoods LLP

Counsel to the AIDA

II. Approval of December 5, 2017 Meeting Summary Minutes

Chair Williams entertained a motion for the approval of the minutes of the December 5, 2017 meeting.

Staff to the AIDA
Stephanie Landrum
AEDP. Inc.

Motion: Lynn Hampton moved and Chris Hartman seconded a motion to approve the minutes. The motion was passed unanimously.

III. Consideration of Application and Bond Resolution reflecting Modifications for Catholic Charities USA (CCUSA)

Michael Graff, bond counsel for the Authority, provided information and answered questions about requested actions before the Alexandria IDA to allow CCUSA to make modifications to an existing bond issuance related to their 2050 Ballenger Avenue headquarters facility.

Motion: Chris Hartman moved and Andrew Palmieri seconded a motion to approve the resolution. The motion was passed unanimously.

IV. <u>Consideration of Application and Bond Resolution reflecting Modifications for American</u> Society for Clinical Oncology (ASCO)

Mr. Graff provided information and answered questions about requested actions before the Alexandria IDA to allow ASCO to make modifications to an existing bond issuance related to their 2318 Mill Road headquarters facility.

Motion: Nick Lee moved and Lynn Hampton seconded a motion to approve the resolution. The motion was passed unanimously.

V. Old & New Business

The Authority members discussed the real estate market, to include transactions, infrastructure projects impacting commercial construction. The Authority also discussed potential June meeting dates.

VI. Adjournment

There being no further business, Chair Williams adjourned the meeting at 5:52 p.m.

Stephanie Landrum, Assistant Secretary

Hophame Handhum

ALEXANDRIA INDUSTRIAL DEVELOPMENT AUTHORITY

Directors

Mark Williams

Chair

Summary Minutes June 19, 2018 5:00 p.m.

Andrew Palmieri

Vice Chair

Lynn Hampton

Secretary

Present:

Mark Williams

Lynn Hampton

Allison DiNardo

Dak Hardwick

Chris Hartman

Allison Cryor DiNardo

Dak Hardwick

Christopher Hartman

Nick Lee

Also Present: Anne Curtis, McGuire Woods LLC

Ann Harbor, INOVA East Regional Government Relations Director

Stephanie Landrum, Alexandria Economic Development Partnership

Maureen Nugent, INOVA Chief Accounting Officer

Kendel Taylor, City of Alexandria, Department of Finance Ryan Touhill, Alexandria Economic Development Partnership

Counsel to the AIDA

Michael W. Graff, Jr.

McGuireWoods LLP

I. Call to Order

Chair Mark Williams called the meeting to order at 5:00 p.m.

Staff to the AIDA

Stephanie Landrum

AEDP, Inc.

II. Approval of May 8, 2019 Meeting Summary Minutes

Chair Williams entertained a motion for the approval of the minutes of the May 8, 2019 meeting.

Motion: Lynn Hampton moved and Allison DiNardo seconded a motion to

approve the minutes. The motion was passed unanimously.

III. Consideration of Bond Resolution supporting Modifications for INOVA by the Industrial Development Authority of Fairfax County

Anne Curtis, on behalf of McGuire Woods- bond counsel for the Authority- provided information and answered questions about requested actions before the Alexandria IDA to allow INOVA to make modifications to an existing bond issuance related to multiple facilities throughout Northern Virginia.

Motion: Chris Hartman moved and Lynn Hampton seconded a motion to approve the resolution. The motion was passed unanimously.

IV. Old Business

Mr. Williams and Stephanie Landrum provided details about proposed legislation introduced during the last General Assembly session that would impact IDAs and EDAs throughout the Commonwealth. The legislation was carried over to the 2019 session- staff will continue to track and keep the Authority up-to-date.

V. New Business

Mr. Williams shared the sad news that long-time IDA member and officer Donald Simpson, Sr. passed away.

Ms. Landrum advised that the annual report for the Authority will be prepared over the summer and circulated to members for review. Mr. Williams noted that during this fiscal year, the Authority surpassed the \$1 billion mark in value of bonds issued. He also asked that Authority members advise Staff and Authority counsel of any potentially sensitive inquiries or communications, to protect legal privilege and to adhere to risk-management best practices

The Authority agreed to cancel the July 3, 2018 scheduled meeting.

VI. Adjournment

There being no further business, Chair Williams adjourned the meeting at 5:35 p.m.

Stephanie Landrum, Assistant Secretary

Hephanie Houndun

Alexandria Industrial Development Authority Applications Approved/Bonds Issued FY2018: July 2017-June 2018

DATE	AMOUNT	APPLICANT	
Nov. 2017	-	American Academy of Otolaryngology- HNS Foundation	Bank
Dec. 2017	\$8,350,000	American Academy of Otolaryngology- HNS Foundation	Bank
Apr. 2018	-	Catholic Charities USA	Capi
Apr. 2018	-	American Society of Clinical Oncology	BB&
Jun. 2018	-	INOVA Health Systems- ministerial	

TOTALS:

\$8,350,000

4 applications

Income from other sources:	
August 2017 Issuers Fees from Pooled Program	Well
Jan 2018 Issuers Fees from Pooled Program	Well

TOTAL Fees collecte

Overview of Program
FY1999 - FY 2018
Bonds Issued Fees Collected
\$1,014,898,486 \$2,289,233

Total applicants

81

^{*} Balance Due (Application fee paid previously)

^{**} Application Fee

[#] Refinancing

[!] Application processed in previous FY

ALEXANDRIA LANDLORD TENANT RELATIONS BOARD FY 2018 ANNUAL REPORT JULY 1, 2017- JUNE 30, 2018

INTRODUCTION

The Landlord Tenant Relations Board was established by City Council in 1971 to investigate and mediate landlord-tenant disputes and to make recommendations to City Council with respect to public policies affecting landlords and tenants. The duties, powers and responsibilities of the Landlord Tenant Relations Board can be found in §12-5 of the Alexandria City Code and include the following:

- Consider grievances of landlords and tenants when grievances are referred to the Board by City staff
- Act in an advisory capacity to the City Council on public policies affecting landlords and tenants
- Formulate and recommend legislative proposals to City Council
- Develop and publish guidelines and summaries regarding the rights and responsibilities of landlords and tenants, and
- Participate in educational activities relating to landlord-tenant issues.

MEETINGS

Meetings of the Landlord Tenant Relations Board are held in City Hall on the first Wednesday of each month.

MEMBERSHIP

As directed at §12-5-2 of the Alexandria City Code, the Board consists of nine members appointed by City Council. These members are as follows:

- Tenant Members Three members of the Board shall be tenants of dwellings or dwelling units within the City, with at least one tenant having a low income.
- Landlord Members Three members of the Board shall be landlords or representatives of landlords of dwellings or dwelling units within the City. It is not necessary for more than one of the landlords or representatives of landlords to be residents of the City.
- Homeowner Members Three members of the Board shall be residents of the City
 who are neither landlords nor tenants, at least l one of whom shall be a member of
 a minority group.

MEMBERS SERVING DURING FISCAL YEAR FY 2018

The following members served on the Landlord Tenant Relations Board during Fiscal Year 2018:

Monique Banks – Homeowner
Katie Dilks – Homeowner
Eric Dillon – Tenant (Resigned 5-2018)
Michelle Frazier – Landlord (Appointed 10-2017)
Wynn Hunsaker – Landlord (Appointed 12-2017, Resigned 4-2018)
Valerie Ianieri – Landlord
Kaitlyn Massa – Tenant (Appointed 10-2017)
Jeanette Shepherd – Tenant
Elliot Waters -- Homeowner

CITY STAFF

The Landlord Tenant Relations Board is staffed by the Office of Housing. Melodie Seau, Landlord Tenant Relations Division Chief, and Gwendolyn Lassiter, Landlord Tenant Investigator provided staff support to the Board during Fiscal Year 2018.

FISCAL YEAR 2018 HIGHLIGHTS

Voluntary Rent Guidelines

Although Virginia law prohibits localities from enacting mandatory rent control ordinances, the City encourages landlords to limit rent increases in accordance with the City's Voluntary Rent Guidelines. The City's Voluntary Rent Guidelines are suggested maximum rent increases for existing tenants. Each year the Landlord Tenant Relations Board reviews the City's Voluntary Rent Guidelines and makes annual recommendations to City Council regarding the adequacy of the Voluntary Rent Guidelines. In preparing its recommendations, the Board considers rent data, market forecasts and vacancy surveys by Delta Associates, a national real estate consulting firm. The Board also considers market rent and vacancy data prepared by the Office of Housing in its annual apartment survey, as well as data compiled by Real Estate Assessments. In reviewing these data, the Landlord Tenant Relations Board attempts to set the guidelines at a level that will account for inflation and property owners' increases in cost, without unduly burdening tenants.

<u>Legislative Review</u>

The Landlord Tenant Relations Board reviews legislation proposed during the annual session of the Virginia General Assembly. The Board comments to City Council on proposed legislation of concern through the Office of Housing's legislative liaison. The Board also maintains a relationship with the Virginia Legislative Director of the

CITY OF ALEXANDRIA BOARDS AND COMMISSIONS MEETING ATTENDANCE REPORT JULY 1, 2017 THROUGH JUNE 30, 2018

COMMISSION: LANDLORD TENANT RELATIONS BOARD CHAIRPERSON: MONIQUE BANKS

2017 2018

MEMBER'S NAME	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Monique Banks	N	N	N	N	E	E	N	Х	Х	Х	Х	Х
Katie Dilks	0	0	0	0	Х	Χ	0	Х	X	E	Х	Х
Eric Dillon ^a	М	M	М	M	E	Х	М	Х	E	X	E	
Michelle Frazier ^b	E	E	E	E	Х	Х	E	Х	Χ	Х	Х	X
Wynn Hunsaker ^c	Е	E	E	E			E	Х	Х	E		
Valerie Ianieri	Т	Т	Т	Т	E	Х	Т	Х	Х	Х	Х	Х
Kaitlyn Massad	1	I	1	1	Х	Х	ı	Х	Х	Х	E	E
Jeanette Shepherd	N	N	N	N	Х	Х	N	Х	Х	Х	Х	Х
Elliott Waters	G	G	G	G	E	E.	G	Х	E	Х	Х	Х

INDICATE: X - FOR PRESENT	IN	DICAT	ΓE:	Χ-	FOR	PRI	ESEN	T
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E - FOR EXCUSED

U - FOR UNEXCUSED

LIST OF THOSE WHO DID NOT ATTEND 75% OF MEETINGS:

APPROVED		
(A) : (A)	 	

(Chairperson)

(form must be signed by chairperson)

^a Resigned 5-2018

^b Appointed 10-17

^c Appointed 12-17, Resigned 4-2018

^d Appointed 10-2017

Apartment and Office Building Association to collaboratively consider legislation during session.

Relocation Assistance Plans

In FY2018 the Board reviewed a relocation plan for Lacy Court Apartments.

Apartment Managers' Seminar

On April 11, 2018 the Board hosted "How Should Landlords Respond to Domestic Violence?" The seminar included experts in the field of family violence and housing law who spoke to property management professionals about how to recognize child abuse, neglect, and domestic violence, as well as the legal requirements for landlords in responding to survivors of family violence.

September 17, 2018

From: Alexandria Library Board

To: Alexandria City Council

Subject: Annual Report for Fiscal Year 2018

LIBRARY BOARD MISSION

In accordance with an agreement with the City of Alexandria, the Alexandria Library Board sets the policies, rules and regulations of the Library; submits a budget to the City for the operation and maintenance of the Library; and appoints and approves such personnel as are necessary to operate the Library. The Board also sits as the Boards of the James M. Duncan, Jr. Foundation and the Alexandria Library Foundation that monitors the investment portfolios and approves grants from these funds.

BOARD MEMBERSHIP

The Library Board consists of 7 members: 3 appointed by City Council, 3 appointed by the Alexandria Library Company, and 1 City Council Representative. Kathleen Schloeder appointed 2/14/17, Trudi Hahn appointed 2/14/17, and Helen Desfosses appointed 12/13/16 are the City Council appointees. Patsy Rogers was appointed by the Alexandria Library Company 5/l/18 to replace William Brierre who decided not to seek reappointment. Oscar Fitzgerald appointed 4/17/17 and Frank Fannon appointed 4/15/16 are the other two Library Company representatives. Willie F. Bailey, Sr. appointed 1/2/16 continued to serve as the City Council representative.

MEETINGS

The Board met seven times during fiscal 2018: on September 11, October 16, November 29 and December 18 of 2017, and February 22, April 16 and June 18 of 2018. All current members exceeded the 75% attendance or excused absence requirement set by the City. The meetings are usually held at the Beatley Library, but this year the board decided to schedule meetings at Barrett, Burke and Duncan Branches as well. The Managers of those branches gave the board informative tours of their facilities before the meetings.

OVERSIGHT

During these meetings Director Rose Dawson kept the Board abreast of major developments in operations, services, usage, facility conditions, personnel matters and all other significant developments in the Library system.

The Board continues to be impressed with Director Dawson's leadership. Her involvement with leadership positions in both state and national library organizations continues to draw much favorable attention to the Alexandria Library system. The library was one of 25 libraries in the nation to be awarded a

grant to participate in the Truth, Racial Healing and Transformation Stories Club, a program funded by the W. K. Kellogg Foundation and the American Library Association. The Library will be working with the Alexandria Sheriff's office to conduct a reading and discussion program for incarcerated young adults.

BUDGET

The final FY 18 budget included an overall decrease for the Library of \$42,000 with the loss of one full time and one part time employee. For the Fiscal 19 budget the city asked the Library to submit a plan to reduce the budget further by 2% or \$137,000. This would have been the eighth year of budget reductions for the library. The Board noted that at least for the past two years no further cuts were made to the materials acquisition budget. When the proposed FY 19 citywide budget was released in February, health insurance and retirement costs to the city were not as high as anticipated which obviated the need for major budget reductions. Although the final library budget of \$7,749,729 represents a 3.1% increase over last year, the increase largely funded increases in staff salaries. The budget did include several cuts in personnel costs as a result of reorganizing staff dealing with passport processing and digital services to meet changing needs.

POP-UP VEHICLE

A budget proposal to fund a pop-up outreach vehicle that meets one of the goals of the Library's Five Year Plan in addition to several of the goals of the city's strategic plan received favorable support. In the FY 19 budget the city budgeted half the cost (\$36,250) for the Pop-Up Library Outreach vehicle. The other half of the cost was contributed by the Alexandria Library Foundation (\$28,750), the Friends of the Beatley Library (\$500), Friends of the Duncan Library (\$4,000), and Friends of Barrett (\$3,000).

MANUSCRIPT CONSERVATION IN THE LOCAL HISTORY COLLECTION

The library requested that the Board approve funds from the Mourot fund for conservation of Local History materials. Some of the materials were in such bad condition that they could not even be used by the public for fear of irreparable damage. The Mourot fund was established to purchase decorative arts resources. The board, however, felt that the Mourots would have supported conservation of local history documents as well. The Board approved \$10,000 from the Mourot fund to conserve the C.G. Lee Collection, the Alexander Family ledger, the Whittington Diary and the World War I Red Cross Scrapbook.

ART FOR THE BURKE BRANCH LIBRARY

The city's Office of the Arts has budgeted \$100,000 for outdoor art at the Burke Branch Library because the old parking lot mural had been removed. However, based on community input the art will not be limited to the parking lot but may include the facility or the library grounds. To consider possible art installations, the chairman was

appointed to a committee made up of two library personnel, representatives from the Office of the Arts and Events, and public members with ties to the arts community.

BURKE BRANCH SPACE UTILIZATION

After the Alexandria City Public School staff vacated the first floor space in the Burke Branch Library which had once been part of that building the Library submitted a Capital Improvement Project (CIP) budget request to fund a design study for the space. City Council included \$50,000 in the FY 2016 Capital Improvement budget for that purpose. The City's Procurement Department completed the request for proposals. However, in the spring of 2017 the City contracted with a consultant to do a facilities study to review the condition of all City buildings. As a result the City postponed further planning for the Burke space. The Board continues to feel strongly that development of this space for use by the Burke Branch should be a City priority.

The board requested an update of the status of the first floor space. At the April meeting a representative from General Services accompanied the board on a tour of the space. Asked about the status of the \$50,000 the GSA representative said that the funds had been reallocated.

Chairman Schloeder then met with the City Manager, Mark Jinks to get an update on the project. He said that the facilities plan would be submitted to City Council in the fall. He assured the Chairman that no other city agencies had expressed an interest in the Burke space and that the library should resubmit the \$50,000 for planning purposes in the FY 20 CIP budget and \$400,000 for the renovation of the space in the FY 21 CIP budget.

ALEXANDRIA LAW LIBRARY

The Library's management of the Law Library has received copious praise from the patrons. The patron count increased 26% and the circulation grew 226% over the last year. Although the Law Library has been funded for three years, Director Dawson reiterated and the Board agreed that any reduced or eliminated funding for the Law Library would result in service reductions at the Law Library or elimination of services altogether. When the Law Library was about three quarters through the year it had received only about a quarter of its funding which depends on filing fees. The City Manager was notified that the Law Library would not generate enough revenue to cover its budget because of a drop in cases filed and the resulting loss of fees; the city agreed to make up the difference.

LIBRARY USAGE

In addition to patrons visiting the libraries to check out books, numerous activities and programs offered by the Library system resulted in nearly a 6% increase in visitors to 717,068. Patrons checked out over 1.6 million items or about a 20% increase over the past fiscal year. That's in a city with an estimated population of 160,000. The Board also noted that the number of e books downloaded in the past fiscal year continued to grow

to an impressive 311,996 items. The bottom line: the Library Board is pleased to see that the Library continues to serve a larger and larger segment of the City's population.

BRANDING AND MARKETING

The Board congratulated the Marketing Committee under Anton Murray's leadership, with Linda Wesson and Renee DiPilato's assistance. In January the "I Am Alexandria Library" video series came out along with a new *Welcome Brochure* which was available in English, Spanish, Amharic, and Arabic. A new newsletter started in December and a blog was introduced in January featuring content produced by reference librarians. These programs are part of the ongoing implementation of the Five Year Plan goal of developing consistent branding and marketing materials.

THOMAS JEFFERSON TRAVELING FELLOWSHIP

The Board applauded the implementation of the new Thomas Jefferson Traveling Fellowship that was funded by an anonymous donor. The fellowship, unique in the library field, provided an opportunity to learn from colleagues overseas and create a shared experience. During their trip to tour libraries in Europe the two library participants, the Deputy Director and the Central Branch Manager, maintained a social media presence and on their return shared their experiences at the Public Library Association conference in March 2018.

MEETING ROOM POLICY

The Board approved a new Meeting Room policy. It had been 15 years since the policy was reviewed. The policy changed the reservation period from six months to three and the residency requirement was removed. It consolidated the individual branch policies into one. Rental fees were standardized rather than specific for each category of user. Meeting rooms were open to rentals on Sundays.

KUDOS

The Board wishes to recognize the following:

Award Category	Recipient Name
Director's Multi-Tasker Award	Jean Gregorio
Director's Multi-Tasker Award	Sandra Holt
Efficiency, effectiveness and productivity	Kyle Maier
in job performance	
Efficiency, effectiveness and productivity	Lawrence Marshall
in job performance	
An innovative and creative approach to a project or assignment that results in successful project completion beyond normal expectations	Kira Omans
Teamwork and cooperation in working with fellow employees to attain the goals of the organization.	Diana Price

Teamwork and cooperation in working with fellow employees to attain the goals of the organization.	Chelsea Strobo
Teamwork and cooperation in working	Team:, Sabrina Buckley, Venetta Bueno,
with fellow employees to attain the goals of the organization.	Alison McKeever, Diana Price, Amy Sutton-Cannon

Finally, the Board would like to thank the Mayor, City Council and the City Manager for their continuing support of the Alexandria Library especially during these difficult budgetary times.

Respectfully Submitted,

Kathleen Schloeder, Chair (City Council Appointee)
Oscar Fitzgerald, Vice Chair (Library Company Representative)
Helen Desfosses, Treasurer (City Council Appointee)
Trudi Hahn, Secretary (City Council Appointee)
Willie F. Bailey, Sr. (City Council Representative)
Frank Fannon (Library Company Representative)
Patsy Rogers (Library Company Representative)



FIRE DEPARTMENT 900 Second Street Alexandria, Virginia 22314-1395

Gloria Sitton
City Clerk and Clerk of Council
City of Alexandria
301 King Street, Suite 2300
Alexandria, VA 22314

Dear Ms. Sitton:

In accordance with your instructions please find enclosed the annual report for Alexandria's Local Emergency Planning Committee (LEPC). The report covers the fiscal year period from July 1, 2017 through June 30, 2018.

If you have any questions concerning this report, you may contact me via phone at my office, (703) 746-4247; or via email, <u>russell.furr@alexandriava.gov</u>. Ray Whatley is available at (703) 746-5266 or <u>ray.whatley@alexandriava.gov</u>.

Respectfully,

Russell Furr

Chief Deputy Fire Marshal

Interim LEPC Chair

CITY OF ALEXANDRIA, VIRGINIA

LOCAL EMERGENCY PLANNING COMMITTEE

ANNUAL REPORT for JULY 2017-JUNE 2018

The Local Emergency Planning Committee (LEPC) reviews and advises on the City's emergency plans, including those aimed at addressing extremely hazardous substances that have been specified by the U.S. Environmental Protection Agency (EPA), under the Emergency Planning and Community Right-to-Know Act of 1987 (EPCRA).

Summary of Activities

- 1. The LEPC held four quarterly meetings.
- 2. The LEPC received Tier II Forms for fiscal year 2018 and updated the list of facilities with Extremely Hazardous Substances.
- 3. The LEPC received updates from the Prince William County LEPC as well as the Fairfax County LEPC on ongoing activities of interest to Alexandria.
- 4. The majority of the LEPC quarterly meetings were information exchanges with participation from a variety of interested groups due to a lack of a quorum.
- 5. Chairperson Helbrecht's term expired January 2018. With no vice chairperson members present in March designated Russell Furr as Interim Chairperson.
- 6. Representatives from various stakeholder groups updated the committee on their respective agencies.

Group's Specific Goals for Coming Year

- 1. Conduct four quarterly meetings.
- 2. Receive Tier II Forms for fiscal year 2019.
- 3. Update LEPC web page on city's website.
- 4. Coordinate activities with city's Environmental Investigation Unit.
- 5. Work with OEM developing/updating city Hazardous Materials Plan.

Recruitment and Leadership Plans

- 1. Recruit representatives from the community and facility/SARA representatives.
- 2. Replace outgoing city council member(s) with a new city council member(s).
- 3. Sustain current membership and elect chair and vice-chair positions.

CITY OF ALEXANDRIA BOARDS AND COMMISHIONS MEETING ATTENDANCE REPORT JULY 1, 2017 THROUGH JUNE 30, 2018

Commission: <u>LEPC</u> Chairperson: (<u>Interim</u>) Russell Furr

Member Name	Term	2017		2018	
	Expires	September 6	December 6	March 8	June 6
Bailey, Will	Coincides				
City Council Representative	with term				
Dunbar, Denise	10/10/2019				
Broadcast/Print Media Rep.					
Furr, Russell	N/A	Excused	X	X	X
Fire/Law Enforcement Rep.					
Helbrecht, Karen	1/2018	X	X		
Community Group Rep.					
Kunkle, Christopher	N/A	X	X	Excused	Excused
Fire Representative					
McGuinnigle, Kevin	5/9/2019	X	X	X	X
Facility/SARA Rep.					
Peach, Kevin	2/13/2020			X	
Community Group Rep.					
Pope, Michael	6/13/2019	X	X	X	X
Broadcast/Print Media Rep.					
Silberberg, Allison	Coincides				
City Council Representative	with term				
Whatley, Ray	N/A	X	Excused	X	X
City Staff Liaison					

Due to a lack of a quorum the following meetings were informational only. Minutes are awaiting final approval.

December 6, 2017 March 8, 2018 June 6, 2018 Luca

Fiscal Year 2018

City of Alexandria, Virginia Planning Commission Annual Report

Special points of interest:

- Regulatory Cases
- Highlighted Projects
- Membership

The Planning Commission is appointed by City Council and performs its duties under Sections 15.2-2223 and 2225 and Chapter 9 of the City Charter. It is charged with adopting, reviewing and amending the City's Master Plan, making final decisions on Subdivision and Site Plan regulatory cases, and making recommendations to City Council on other regulatory cases such as Zoning Text Amendments, Special Use Permits, Development Special Use Permits, Encroachments and Vacation proposals.

Inside this issue:

Long Range Planning 2

Zoning Text Amend-

Non-Development 5

Development Cases 7

Attendance 10

Membership 11

Other 12

Regulatory Cases						
	FY2016	FY2017	FY2018			
Special Use Permits (SUP)	43	43	37			
Encroachments, Subdivisions and Vacations	15	7	21			
Development Projects (DSP/DSUP)	25	18	17			
Master Plan Amendments and Re-zonings	11	2	13			
Text Amendments	8	6	12			
CDD Conceptual Design Plans	5	1	5			
City Charter Section 9.06	2	3	1			
Transportation Management Plans	8	7	7			
Total	117	87	113			

Summary of Activities

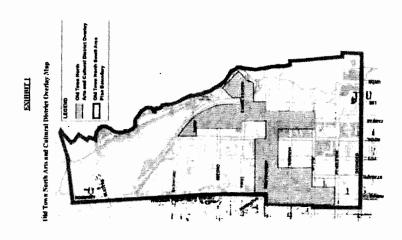
One hundred thirteen regulatory cases were considered by the Planning Commission in FY 2018, with the Planning Commission meeting 11 times. It also held a Joint Work Session with the Environmental Policy Commission this past fiscal year. The number of cases for FY 2016 and FY 2017 is included for comparison. All regulatory cases as noted were either recommended to City Council for approval or approved by the Planning Commission. Subdivisions and Site Plans are cases which are approved by the Planning Commission and do not require approval by the City Council.

In addition to the Special Use Permits (SUPs) that required review by the Planning Commission in FY 2018, staff approved an additional 50 Special Use Permits (SUPs), administratively. In FY 2017, 40 SUPs were approved administratively. Many of the administrative SUPs were requests for both a change of ownership and for minor amendments to an existing SUP.

LONG TANGE PLANNING 1

OLD TOWN NORTH ARTS AND COUNTRACTISTRICT

The Old Town North Small Area Plan, adopted by City Council in June 2017, prioritizes economic development and placemaking with recommended strategies for a balanced mix of uses, attraction of retail, arts and cultural uses, and creation of affordable housing options across all income levels. In April 2018, City Council approved the establishment of an Arts and Cultural District in Old Town North, one of the Plan's implementation



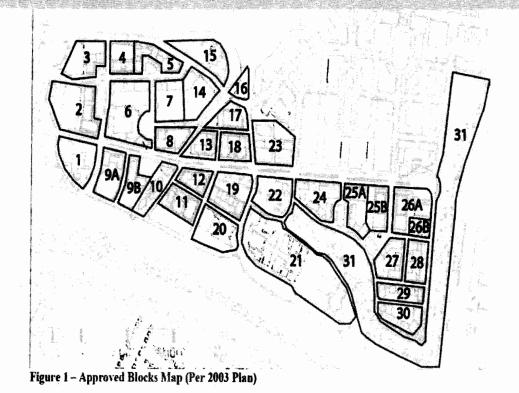
recommendations. The new Arts and Cultural District Overlay Zoning Text Amendment outlines the incentives for the creation of arts and cultural spaces within the District.

In April 2018, the Planning Commission recommended for approval and the City Council approved a proposal to convert the existing 13-story Crowne Plaza Hotel at 901 N. Fairfax Street into a multifamily residential building. In addition to locating 41 townhouses on the site, the project will include a theater as an arts and cultural anchor, supporting the newly established Arts and Cultural District. The project also includes streetscape, pedestrian and trail improvements, green building design, onsite public art and an affordable housing contribution. Construction is anticipated to begin mid-2019.

On July 24, 2018, the <u>Virginia Chapter of the American Planning Association</u> awarded the City of Alexandria with the 2018 Terry Holzheimer Economic Development Award for the establishment of the Old Town North Arts and Cultural District.

Crowne
Plaza Hotel — an
Adaptive
Reuse and
Redevelopment
Proposal —
includes Housing and a Theatre.





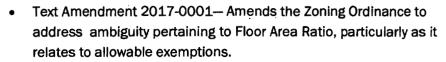
In 2003, the Planning Commission recommended for approval and the City Council approved the SAP to establish a long-term vision for the 230-acre neighborhood surrounding the Eisenhower Avenue Metrorail station. The plan area is divided into blocks with office, retail, hotel, and entertainment uses; the SAP contemplates the tallest buildings being located near the Metrorail station.

The plan area, with a total of approximately 11.5 million sq. ft. of planned development (20 million sq. ft., including Carlyle), is an important long-term economic development area for the City. Approximately 2.6 million sq. ft. of new development has been constructed in the plan area since its adoption by City Council in 2003. In September 2017, the Planning Commission recommended for approval, and the City Council approved, amendments for blocks 6A and 20 as part of a Phase I Update to the Eisenhower East SAP. The amendments are designed to among other changes make adjustments in the land use mix in the plan area to reflect current market conditions. In January 2018, the Planning Commission recommended for approval and the City Council approved a second amendment to the SAP as part of the Phase I Update for Blocks 4 and 5. The amendments to Blocks 6A and 20 converted office space to residential and retail and the amendments for Blocks 4 and 5 converted land use from just office to office or residential.

As part of the Phase 1 Update process for Blocks 4, 5, 6A, and 20, staff performed a land use analysis to evaluate the land use, planning and urban design implications of current development proposals for the subject blocks, while also taking into consideration the City's recent Fiscal Impact Analysis and Office Conversion and Competitiveness Study. The outcomes of all three studies supported the proposed amendments.

In FY 2018, the Planning Commission recommended approval, and the City Council approved, a number of Zoning Text Amendments designed to update and clarify provisions within the City's Zoning Ordinance pertaining to Floor Area Ratio, Sheds and Accessory Structures, Porches, and Massage Establishments and Medical Offices:







 Text Amendment 2018-0003 - Amends the Zoning Ordinance provisions related to sheds and other small accessory buildings to update the existing regulations to better align with functional sizes and heights for these types of structures on residentially zoned properties.



 Text Amendment 2018—0004 - Amends the Zoning Ordinance to allow porches meeting certain criteria to be permitted in required front yards without BZA approval; it further expands and clarifies porch floor area exclusions, and amends the porch special exception standards.

Two other Text Amendments were approved in FY 2018:

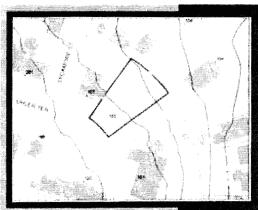
- Text Amendment 2018 0001: Neighborhood Retail (NR) zoned properties are only located along Mt. Vernon Avenue in Arlandria.
 This Text Amendment modifies the provisions of Sections 4-1403, 4-1403.1, and 4-1404 of the Zoning Ordinance to allow additional by right uses, administrative Special Use Permit uses, and Special Use Permit uses.
- Text Amendment 2018—0005: This Text Amendment replaced the term "medical office" with a new term "medical health professional" which includes massage therapists, making massage therapists permitted in most zones.

NON-DEVELOPMENT CASES

The following are examples of some of the Non-Development cases approved by the Planning Commission and City Council in FY 2018:



• 6 Prince Street (Misha's): Special Use Permit — Approval was recommended and granted in April 2018 for Misha's Coffee House to open a 28-indoor seat restaurant at this waterfront location to sell coffee, beverages, and baked goods. This is the second facility in Alexandria with the current one (photo) on S. Patrick Street. There will not be roasting or baking at the new site.



 105 Uhler Terrace: Special Use Permit — Approval was recommended and granted in April 2018 to construct a two-story single-family dwelling with 2,136 square feet of net floor area (3,761 gross square feet) on an undeveloped, substandard lot at this location. The approval also included 2.60 feet of height due to the subject property's challenging topography.



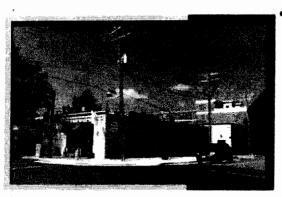
 1001A Queen Street (Rooming House) — Approval was recommended and granted for a 5-year Special Use Permit review and a change in ownership for this 8 room rooming house that has operated for approximately 40 years in the City of Alexandria.



116-120 S. Payne Street (Congregate Living): Special Use Permit - Approval was recommended and granted in June 2018 to Friends of the Guest House to operate a congregate living facility for 21 non-violent female parolees in 10 bedrooms. Friends of the Guest House is a nonprofit organization with broad support that provides services to women reentering communities after periods of incarceration. This would be the second facility in Alexandria.



417 King Street (Taco Bell Catina): Special Use Permit — Approval was recommended and granted in March 2018 for a 52-seat indoor restaurant in the 2,195 square feet tenant space. Twenty outdoor seats are included for location in front of the restaurant on private property. The menu would offer a Cantina concept including tapas-style, shareable appetizers and the traditional Taco Bell menu. On-premises alcohol would be available.



728 N. Henry Street: Mason Social Special Use Permit and related actions — Approval was granted in September 2017 to create an outdoor dining area with 36 seats in the public right-of-way for the Mason Social Restaurant which is grandfathered for 94 indoor seats. .

BLOCK 20 2200 MILL ROAD

Eisenhower East SAP Block 20: 2200 Mill Road - In December 2017, the Planning Commission recommended approval and City Council approved a Development Special Use Permit, and related requests, for a number of site improvements to Block 20 of the Eisenhower East SAP. One of the related December requests for Block 20 included an amendment to the Coordinated Development District to allow a change in use from office to residential and hotel and a change in the allowable height to accommodate the 300 foot high residential building. The approvals covers two



buildings, namely, a residential 26-story high-rise apartment building with a proposed height of 300 feet and 420 units; for this building, the developer has agreed to either set aside 15 of the units as affordable or provide an in-lieu monetary contribution of \$3 million, which is the estimated value of the 15 units to the Housing Trust Fund. The second building will be a future 9-story hotel measuring approximately 93 feet tall, with a projected 180 guest rooms and two levels of below-grade parking. These buildings are consistent with the Phase I Eisenhower East SAP Update as approved in September 2017 and as described earlier in this Report.

BLOCK 6A 200 Stovali Street

Eisenhower East SAP Block 6A: 200 Stovall Street - In September 2017, the Planning Commission recommended for approval and the City Council approved Special Use Permits and Modifications to several previously approved actions pertaining to Block 6A. The approval enables the repurposing of existing vacant office space into a mixed-use retail and residential building. It also enables a Coordinated Development District Concept Plan amendment and a Special Use Permit for an increased penthouse height, an encroachment for residential balconies, and an amendment to a Transportation Management Plan Special Use Permit to update the commercial, retail, and residential use rates. Council's approval included three affordable units at 80% of Area Median Income and two affordable units at 60% of Area Median Income (set-aside rental units) within the development; the unit mix are to be



proportional to the overall building mix. All standard housing conditions for set-aside rental units apply and will remain at the stated levels for forty years. The proposal for Block 6A is consistent with the Phase I Eisenhower East SAP Update as approved in September 2017 and as described earlier in this Report.

BLOCKS 4 AND 5 - 2410 AND 2460 MILL ROAD

Eisenhower East SAP Blocks 4 and 5: 2410 and 2460 Mill Road — In January 2018, the Planning Commission recommended for approval and the City Council approved a Development Special Use Permit and related requests for a project on Blocks 4 and 5 to consist of several residential buildings atop a podium building with retail and parking encompassing the project footprint. The five-level podium contains retail uses including an



approximately 85,000 square foot anchor grocery tenant, 129,000 square feet of other retail uses and 1,590 parking spaces. The applicant has publicly announced that Wegman's will be the grocery tenant. The proposal for Blocks 4 and 5 is consistent with the Phase I Eisenhower East SAP Update which was adopted in January 2018 to reflect the Master Plan amendments for Blocks 4 and 5.

THE STRAND, 203, 205, AND 211 STRAND STREET

The Strand: 203, 205 and 211 Strand Street - In February, 2018, the Planning Commission recommended approval and the City Council approved a Development Special Use Permit and two Special Use Permits to demolish an existing retail building and build 18 new residential units and ground floor retail at 203, 205, and 211 Strand Street. Two hundred thirty four thousand dollars will be donated to the City's Affordable Housing Trust Fund as a voluntary affordable housing contribution. The applicant engaged with the community through meetings, from which the feedback was positive. Part of the approval was an allowance for the building to be over 30 feet tall in the Potomac River Vicinity Height District.. This is another positive step forward in the implementation of the Waterfront Plan.

DEVELOPMENT CASES



1701 & 1705 N. Beauregard Street (Ferdinand T. Day Elementary School): In September 2017, the Planning Commission and City Council heard and approved the amendment of a Development Special Use Permit to convert several floors of two office buildings into a new and much needed public school. The campus will be mixed use, with some floors still being used as office space for private organizations. The Commission and staff worked closely with the community and developers to alter the plan to enhance safety considerations for children walking to school and for pedestrians in general. The school has been named the Ferdinand T. Day Elementary School, after a local civil rights icon, education pioneer and trailblazer. Day was appointed to the Alexandria City School Board – just ten years after the Brown versus Board of Education decision. The school will be a new science, engineering, technology and math (STEM) focused school on the West End and will open this fall.

Membership and Attendance

CITY OF ALEXANDRIA, BOARDS AND COMMISSIONS MEETINGS ATTENDANCE REPORT

JULY 1, 2017 THROUGH JUNE 30, 2018

COMMISSION:

Planning Commission

CHAIRS:

Chair Mary Lyman and Vice Chair Nathan Macek

^{*}The Planning Commission is in recess during the month of August.

Name	Jul	Sept 5	Sept 7	Oct 3	Nov 9	Dec 5	Jan 4	Feb 6	Mar 6	April 3	May 1	Jun 5
Mary Lyman		x	x	x	x	x	x	x	X .	x	x	x
Náthan Macek		X	x	x	x	x	x	x	x	x	x	x
Maria Wasowski	-	x	x	x	x	x	X	x	x	x	x	x
Mindy Lyle		E	ε	x	E	x	×	x	x	x	x	x
David Brown	-	x	x	x	x	x	x	x	x	x	x	x
Stephen Koenig	-	X	x	x	x	x	x	x	x	x	x	x
Melissa McMahon		X	x	x	x	x	x	x	x	x	x	E

INDICATE: (X) PRESENT; (E) EXCUSED, (U) UNEXUSED

LIST OF THOSE WHO DID NOT ATTEND 75% OF MEETINGS: None

Chair's Signature J. Symum

In March, the Commission held elections for officers of Chair and Vice Chair. Mary Lyman was reelected as Chair and Nathan Macek was reelected as Vice Chair for one year. All members attended at least 75% of the scheduled meetings.

In August 2017, the Planning Commission held a Retreat to discuss topics of particular interest for the coming FY 2018 Docket Season. Further, to accommodate the number and complexity of the projects considered this fiscal year, the Planning Commission held two meetings in September 2017 and five Work Sessions to receive updates from staff and to hold discussions on various planning projects. It also held a Joint Work Session with the Environmental Policy Commission in March 2018 to review work related to the Environmental Action Plan Update. Finally, the Planning Commission switched from paper docket material to iPads in FY 2018 to save costs and time related to docket production and review. A training session was held in September 2017 to orient members to the iPads.

Group	Planning Commission Member
Transportation Commission	David Brown and Melissa McMahon
Waterfront Commission	Nathan Macek
Potomac Yard Metrorail Implementation Group	Stephen Koenig
ARHA Redevelopment Work Group	Mary Lyman
Resolution 830 Work Group	Mary Lyman
Bicycle and Pedestrian Advisory Group	David Brown
Eisenhower West Steering Committee	Mindy Lyle (Chair)

Other Planning Commission Information

The Commission's choice of leadership is covered in its By-laws and involves the election of officers on an annual basis in March; elections this year are described in the summary of activities. As called for in the By-laws, it is the vote of the Commission that determines the turnover in leadership. Term limits also affect leadership turnover.

Questions? Please contact Planning and Zoning staff at 703.746.4666 or email the Planning Commission at PlanComm@alexandriava.gov.

City of Alexandria, Virginia

MEMORANDUM

DATE:

AUGUST 24, 2018

TO:

GLORIA SITTON, CITY CLERK

OFFICE OF CITY CLERK AND CLERK OF COUNCIL

THRU:

KARL W. MORITZ, DIRECTOR

PLANNING & ZONING

FROM:

JASON ALBERS, CHAIR

POTOMAC YARD DESIGN ADVISORY COMMITTEE

SUBJECT:

POTOMAC YARD DESIGN ADVISORY COMMITTEE (PYDAC)

FISCAL YEAR 2018 ANNUAL REPORT

I am pleased to submit this Annual Report for the Potomac Yard Design Advisory Committee (PYDAC) for Fiscal Year 2018, as required by City Code Section 2-4-7(i)(l). PYDAC is comprised of nine members, each permitted to serve two year terms. Membership of PYDAC includes the following:

- Two Members Representing the Potomac West Area
- Two Members Representing the Potomac East Area (Northeast and Inner City)
- Two Members Representing the Potomac Yard Area
- One Member Representing the Business Community
- Two Qualified Professionals Skilled in Architecture

PYDAC reviews applications for development within the planned community of Potomac Yard. PYDAC provides guidance to staff and makes formal recommendations to the Planning Commission on new development proposals as well as amendments to previously approved projects. PYDAC is scheduled to meet every month, but only meets if there is a project to review. Additionally, extra meetings may be scheduled as needed.

Compared to the prior fiscal year, FY2018 was relatively active for PYDAC. Five (5) meetings were held in FY2018.

At the <u>September 20, 2017</u> meeting, PYDAC reviewed the Landbay H/I East Multifamily Proposal at 2551 Main Line Boulevard, first presented in April 2017. The project would feature two L-shaped multifamily residential buildings measuring six stories at 69.5 and 70 feet in height, with a two-level, below-grade parking garage accessible from Watson Street containing 207 spaces. The project would include a total of 140 units. In response to previous comments,

changes to the building design included adjustments to colors and base height, enhancement of the front entrances, and adjustments to the cornice to decrease the visual appearance of the top floor height. The applicant also noted architectural adjustments and the removal of top floor units so that portions of the building would step back and better transition with the townhomes on Watson Street. Committee members had comments regarding the scale of the top floor, which some felt was too heavy despite some modifications. Other site, operational, and architectural details were raised and discussed by the Committee and members of the public. PDAC voted 5-0 in support of the project, with recommendations for modifications of building materials and a plan to address concerns regarding move-in staging and package delivery.

On January 24, 2018, the applicant presented a 117,076 square foot, 7-story office building proposal for the American Physical Therapy Association (APTA) at Landbay G, Block A1. This project is directly adjacent to the National Industries or the Blind (NIB) office building planned on Block A2. The project would include a public plaza on approximately one-third of the site. Staff recommendations concerned creating a stronger corner entry, using architectural treatments to reinforce the curved street geometry of the site, and studying ways to further accentuate the stair tower element. The committee found the plaza favorable, but had questions about design, maintenance, and materials. Committee discussion concerned the lack of retail, not necessarily pertaining to this site specifically, but to north Potomac Yard generally. Staff had additional recommendations concerning materials selection and concluded that the project was in general conformance with the Potomac Yard Design Guidelines, but the Committee should have another opportunity to review the project after concerns were addressed.

The committee met again on April 18, 2018 to review the APTA proposal. The Staff Report noted positive refinements to the entry portal creating a complement to the adjacent NIB building. Refinements to the stair tower and materials selection were also noted. The applicant noted changes to the stair tower to encourage use of the stairs and to celebrate movement, which was noted as a physical and design interpretation of APTAs core mission. The committee voted 6-0 to recommend that the Planning Commission approve the project, with a caveat that a sample of the "granitex" material be provided to the Planning Commission for evaluation.

At the meeting of May 16, 2018, the committee reviewed proposed amendments to the National Industries for the Blind (NIB) DSUP pertaining to a seven (7) foot increase in the approved building height, and a parking reduction for the professional office and retail uses pursuant to the new City parking regulations. The project is located at 3000 Potomac Avenue on Landbay G. Staff supported the height increase, necessitated by an error discovered during construction, but found that the change did not alter the original design concept. The parking change resulted in the loss of one (1) space and complies with city standards, but varies from what was originally approved. A quorum was not available, but members in attendance concurred with Staff's analysis and submitted a memo to the Planning Commission indicating support. At the request of the Committee, Staff from the Department of Project Implementation also provided updates regarding the Potomac Yard Metrorail Station project.

On <u>June 27, 2018</u> the committee reviewed a proposal on Landbay H at 2606 Main Line Boulevard. Silverstone Senior Living is proposing to construct two (2) buildings on the 2.01 acre site. One 9-story structure located on the southern part of the site would have 186 units for

assisted living/memory care plus retail space, and another 8-story structure on the northern part of the site would have 136 units for assisted living/independent living. Both buildings would be served by two levels of below-grade parking sharing a common access point. Staff and the applicant noted the two buildings were functionally separate, but the designs were intended to be different yet complimentary to one another. It was further noted that the buildings have an additional challenge of acting as transitions between the adjacent blocks which have different contexts and functions. While the site was originally planned for office uses, members of the Committee thought the proposed change in use appropriate given the need for senior housing in the city. The Committee and the Applicant discussed how City affordable housing policies may apply to this project, and additionally discussed amenities and unique building program issues among different types of senior housing projects. Staff noted that the project was still in the conceptual design phase, and it was anticipated that the applicant would return before PYDAC again sometime in the Fall of 2018 with a revised submission.

Board attendance was as summarized in the attached table. Two (2) PYDAC members had terms which expired Fiscal Year 2018 which are currently unfilled. These include one representative from the business community, and one from Potomac West. Four (4) of the current appointment terms will expire in Fiscal Year 2019.

Attachment: Attendance Form

CITY OF ALEXANDRIA BOARDS AND COMMISSIONS MEETING ATTENDANCE REPORT

JULY 1, 2017 THROUGH JUNE 30, 2018

COMMISSION: Potomac Yard Design Advisory Committee

CHAIRPERSON: Jason Albers

		2017 2018										
MEMBER'S NAME	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Jason Albers - Chair			X				X			X	Е	X
Jeremy Fretts			X				X	1		X	X	Е
Anthony Istrico			X	1			Е	1		X	E	X
Jorianne Jernberg			Е				X	1		X	X	X
Matthew Johnston			Е				X			Е	U	X
Nicholas Jordan			Е				Е			*	*	*
Francisco Duran			X				X	1		Е	Е	U
Elizabeth Wrightson			Е				Е	1		X	Е	*
Timothy J Casey Jr.			X				X	- 1		X	X	X

INDICATE: X - FOR PRESENT E - FOR EXCUSED U - FOR UNEXCUSED

LIST OF THOSE WHO DID NOT ATTEND 75% OF MEETINGS:

Anthony Istrico Matthew Johnston Nicholas Jordan Francisco Duran Elizabeth Wrightson

APPROVED:

Jason Albers, Chair

^{*} APPOINTMENT EXPIRED

Public Records Advisory Commission Annual Report July 2017 – June 2018

Summary of Accomplishments

The mission of the Public Records Advisory Commission (PRAC) states "The Records Advisory Commission provides advice and guidance to the City Records Administrator and Archivist on records management matters and implementation of the records program in the City. The commission is composed of professional archivists, records managers, historians, research specialists, and citizens." Within these guidelines, the PRAC membership completed the following activities during its 2017/18 year.

PRAC Policy and Membership Accomplishments

- Membership remained steady throughout the year. The commission lost 2 members in the Fall, but gained a new member during its May meeting. Quorum was achieved at every meeting.
- With the departure of Jen Wash, Monica St. Dennis was appointed to be PRAC's representative to the Historic Alexandria Records Commission. She started attending meetings in February and was officially appointed in March.

PRAC Member Activities

- Posted announcements recruiting interns in appropriate venues
- Investigated opportunities for grants (see below)

Program and/or Legislative Accomplishments

- The commission identified potential grant opportunities to assist with funding Archives and Record Center Projects. A review of the Foundation Directory identified 68 foundations giving to archives, historical societies, museums, or libraries offering funds for general support, capital and infrastructure, capacity building, program support, outreach, general operating support, or digitization. Additionally, the search unearthed 35 grantmakers who'd given to government agencies in the past. As many of the corporate foundations limited their donations to the regions in which they were headquartered, we identified 101 companies located in the DC/MD/VA region as potential targets of follow-on research to explore whether any would support the Alexandria Archives and Records Center initiatives. A review Grants.gov was recommended. (Spring/Summer 2017)
- The commission reviewed the recent updates made to Archives and Record Center Website (October 2017) and offered additional comments and suggestions on content and formatting.
- The commission identified priorities (from highest to lowest) in response to the mandated 2% reduction of budgets across all departments of Alexandria (November 2017)

 The commission assisted Jackie Cohan with creating and distributing an intern announcement to complete identified digitization projects. (May - July 2018)

Goals for 2018-2019

- Develop systematic records retention training for all employees in conjunction with the Office of Communications and Public Information, City Attorney's Office and other agencies as necessitated
- Update the records management policies and include in orientations for all new city staff
- Find opportunities to engage City Council, city staff and the public increase awareness of current Archive activities and both short-term and long-term Archive and Records Center personnel and financial needs
- Develop a more formal, year-round, intern process to tackle outstanding projects identified by the Archivist and commission
- Begin to seek funding for mobile shelving so that boxes offsite in a commercial storage facility in Springfield can be returned to the Archives and Records Center, saving \$3,000 annually
- Begin to seek funding so that the cooling system shared by the Archives and Records Center and ALIVE (food bank) can be separated

Leadership

- LiMin Fields continued to serve as PRAC's chairperson during 2017-2018. The role of secretary rotated between the other members every month.
- · List term expirations and new members, with month they were appointed
 - New Members
 - Susan Hellman, May 2018
 - o Departures
 - Jen Wash, November 2017
 - Emily Earl, November 2017
- During the course of the year, membership included the following individuals:
 - o Rich Brune

o Barbie Keiser

o LiMin Fields

o Monica St. Dennis

o Susan Hellman

Emily Earl

John Hocker

- o Jen Wash
- Jackie Cohan (Records Administrator and Archivist) acted as the staff liaison to the Public Records Advisory Commission during the course of the 2017/2018 year.

Attachments

1. PRAC Annual Attendance report 2017-2018

APPENDIX F. ADVISORY GROUP ANNUAL ATTENDANCE REPORT TEMPLATE

CITY OF ALEXANDRIA Public Records Advisory Commission MEETING ATTENDANCE REPORT

JULY 1, 2017 THROUGH JUNE 30, 2018

CHAIRPERSON: LiMin Fields

MEMBER'S NAME	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Rich Brune	X	X	Е	X	X	X	-	-	Х	X	X	-
LiMin Fields	X	Е	X	X	X	X	-	-	Х	Е	X	-
Susan Hellman*					X	X	-	-				-
John Hocker	X	X	X	X	X	X	-	T -	Х	X	Е	-
Barbie Keiser	X	X	X	X	X	X	-	-	Е	Е	X	-
Monica St. Dennis	X	X	X	X	Х	X	-	-	X	X	X	-

^{*}Susan Hellman joined the Commission in May 2018

- = No commission meeting that month

INDICATE: X - FOR PRESENT

E – FOR EXCUSED

U - FOR UNEXCUSED

LIST OF THOSE WHO DID NOT ATTEND 75% OF MEETINGS:

FORM MUST BE SIGNED BY CHAIRPERSON

(APPROVED)

(Chairperson)

Board of Equalization Annual Report July 2017 – June 2018

Summary of Accomplishments

The mission of the BOE includes hearing complaints of inequalities wherein the property owners allege a lack of uniformity in assessment, or errors in acreage in such real estate assessment. Upon hearing such complaints, the Board will give consideration AND INCREASE, DECREASE, OR AFFIRM such Real Estate Assessments. Within these guidelines, the BOE membership completed the following activities during its 2016/17 year.

BOE Policy and Membership Accomplishments

No policy changes.

BOE Member Activities

• List any member activities, if relevant, pertaining to members

Goals for 2017-2018

- Deadline for filing appeals will be June 1, 2018.
- BOE review for the City of Alexandria will convene on August 6, 2018 to November 14, 2018

Leadership

- Officers for the upcoming year were elected at the June 2017 meeting: David Chitlik will serve as Chair, John Quinn as Vice-Chair. Janet Coldsmith was elected as Secretary (etc.)
- During the year, membership included the following individuals:
 - o Alan Anderson
 - o Robert Calhoun
 - o David Chitlik
 - o Janet Coldsmith
 - o Stephen Kindrick
 - o Scott Humphrey
 - o John Quinn
 - o Anne Rector

CITY OF ALEXANDRIA Board of Equalization MEETING ATTENDANCE REPORT

IULY 1, 2017 THROUGH JUNE 30, 2018

CHAIRPERSON:_David	Chitlik	

2017 Jan Feb Mar Apr May Jun Jul Aug Sep Oct Nov Dec **MEMBER'S NAME** X X X X David Chitlik Alan Anderson X X X X X X X X Robert Calhoun X X X X John Quinn Stephen Kindrick X X X X X X X X Scott Humphrey X X X X **Anne Rector** Janet Coldsmith X X X X

INDICATE: X - FOR PRESENT	E – FOR EXCUSED	U - FOR UNEXCUSED
LIST OF THOSE WHO DID NOT ATTEND	75% OF MEETINGS:	

FORM MUST B	E SIGNED BY/CHAIRP	ERSON	10/06	
(APPROVED)_	1922		<u>Le Cles</u>	(Chairperson

Alexandria Redevelopment and Housing Authority Board of Commissioners Annual Report July 2017 – June 2018

Summary of Accomplishments

The Alexandria Redevelopment and Housing Authority (ARHA), is responsible for producing, preserving, and promoting the availability of affordable housing to a range of low and moderate income families throughout the City of Alexandria. A political subdivision of the State of Virginia, ARHA does not receive any City funding; however, its nine Commissioners are appointed by the City Council.

Within these guidelines, the ARHA Board of Commissioners membership completed the following activities during its 2017/18 year.

ARHA Board Policy and Membership Accomplishments

- The ARHA Board has worked closely with the City Council/ ARHA Redevelopment Work Group over the past year as plans were refined and processed through the approval process.
- There were no policy changes during the reporting period.
- The overall membership of the Board remained constant, with four incumbents being reappointed by City Council during the reporting period.

ARHA Board Member Activities

ARHA is represented on the Affordable Housing Advisory Committee. Commissioner
Carter Flemming represents the Board at the monthly Ladrey High Rise Advisory Board
meetings and Vice Chair Salena Zellers serves on the Braddock Implementation Advisory
Group based on her residency in Braddock Lofts and reports to the Board on relevant
concerns and issues related to ARHA properties and redevelopment plans.

Program and/or Legislative Accomplishments

Roy Priest announced his pending retirement at the end of 2016. The ARHA Board
undertook a nationwide search for his replacement. The new CEO, Keith Pettigrew, was
hired in November of 2017. The most significant activity was obtaining the necessary
approvals for the Ramsey Homes redevelopment, which took a considerable amount of time.

The Board also spent a considerable amount of time on the plans for the redevelopment of Andrew Adkins.

Most of the Board's activities related to decision-making with respect to the redevelopment
of the Ramsey Homes and Andrew Adkins sites. Major project activities and issues were
discussed during the meetings of the City Council/ARHA Redevelopment Work Group.

Goals for 2018-2019

The primary goal of the ARHA Board is to increase the number of affordable housing units in the City of Alexandria.

- Provide oversight of agency operations and direction with respect to redevelopment efforts.
- Complete the Ramsey redevelopment.

Leadership

- Officers for the upcoming year were elected during the Annual Meeting on January 29, 2018 meeting: Daniel Bauman was re-elected as Chair, Salena Zellers was reelected as Vice-Chair. CEO Keith Pettigrew was elected as Secretary-Treasurer.
- ARHA Board members serve four-year terms. There were two reappointments during the
 reporting period, and no new members joined the Board. A total of four commissioners were
 reappointed in calendar year 2017 and their terms expire in 2021 (one in January, one in
 February, and two in October). An additional three terms expire in 2019 (one in January, one
 in February, and one in October), and the last two terms expire in 2022 (one in April and one
 in June).
- During the course of the year, membership included the following individuals:
 - o Anitra Androh
 - o Christopher Ballard
 - o Daniel Bauman
 - o Chyrell Bucksell
 - o Carter Flemming
 - o Peter Kleeblatt
 - Merrick Malone
 - Karl Sandberg
 - o Salena Zellers
 - Roy Priest, then CEO, served as the staff liaison to the ARHA Board from July 1, 2017 – October 30, 2017 and CEO Keith Pettigrew assumed the staffing responsibility in November 2017.

CITY OF ALEXANDRIA ALEXANDRIA REDEVELOPMENT AND HOUSING AUTHORITY MEETING ATTENDANCE REPORT

JULY 1, 2017 THROUGH JUNE 30, 2018

CHAIRPERSON: Daniel Bauman

MEMBER'S NAME	Jul	Aug	Sep	Oct	Oct	Nov	Dec	Jan	Jan	Feb	Mar	Apr	May	Jun
				11	23	27		17	29	26	26	23	21	25
Anitra Androh	X		X	X	E	E		X	E	X	X	X	E	X
Christopher Ballard	E		Е	E	E	X		E	Е	X	X	X	X	E
Daniel Bauman	X		X	X	X	X		X	X	X	X	X	X	X
Chyrell Bucksell	Е		X	X	X	Е		Е	Е	X	X	X	X	X
Carter Flemming	X		X	X	X	X		X	X	X	X	X	X	X
Peter Kleeblatt	Е		X	X	X	X		X	X	X	X	X	X	X
Merrick Malone	Е		X	Е	X	X		Е	X	X	X	X	Е	Е
Karl Sandberg	X		X	X	X	X		Е	X	X	X	X	X	X
Salena Zellers	X		X	X	X	X		X	X	X	X	X	X	X

IND	ICATE:	X -	FOR	PRESE	NT
m.	ICALL.	/	1 010	LICESE	

E – FOR EXCUSED

U - FOR UNEXCUSED

LIST OF THOSE WHO DID NOT ATTEND 75% OF MEETINGS:

FORM MUST BE SIGNED BY CHAIRPERSON	
(APPROVED)	(Chairperson

Annual Report

This annual report is submitted to the Alexandria City Council to provide a summary of activities of the Social Services Advisory Board (SSAB), working in conjunction with management and staff of the Alexandria Department of Community and Human Services (DCHS), for the fiscal year commencing July 2017 and ending June 2018.

SSAB Mandate

Pursuant to Alexandria City Code, the functions and duties of the SSAB are to:

- Interest itself in all matters pertaining to the social welfare of the people of Alexandria.
- Serve as the public welfare advisory board of the City.
- Monitor the formulation and implementation of social welfare programs in the City.
- Submit annual and other reports deemed of interest and concern to the City.
- Meet with City representatives to make policy recommendations.

SSAB Membership

A list of SSAB members who participated during the fiscal year can be found in Table 1. Current members as of June 2018 include:

- Mark Tonsetic (Chair)
- Shawna Gary (Vice-Chair)
- Carter Batey
- Susan Newell
- Andrew Baird
- Mary Taylor
- Mary Alice Johnson
- Deb Riley
- Dawn Bauman
- Frank Argenziano

Description of Principal Activities

Board activity -

- Convened 10 board meetings (July-June)
- Elected Officers: Chair, Mark Tonsetic; Vice-Chair, Shawna Gary (September)
- Reviewed SSAB strategic priorities and identified workstreams (September-October)

Annual Report to City Council

- Authored letters to Virginia delegation to U.S. Congress describing impact of CHIP funding on City residents (October)
- Submitted Board position on DCHS budget priorities in response to City Manager request (November)
- Provided support for DCHS Holiday Sharing Program, to include sponsoring one family (December)
- Developed options for continuation of SNAP EBT matching dollar program for City farmers' markets (October-May)
- Spoke before City Council on behalf of DCHS budget priorities (March)
- Administrative activities: review/redraft of SSAB bylaws (April-June)
- Toured the DCHS Workforce Development Center (May)
- Toured the DCHS Wellness Center (June)
- Conducted 5 focus groups with DCHS clients to compile facility design recommendations for DCHS / Department of Health site consolidation (April-June)
- Monitored DCHS performance reports (ongoing)
- Nominated Officers, 2018-2019 (June): current nominations include Mark Tonsetic (chair) and Shawna Gary (vice-chair)

Presentations made to SSAB by and regarding -

- DCHS updates (monthly)
- DCHS SNAP EBT incentives and support at City farmers' markets (November)
- DCHS Child Welfare Services (December)
- DCHS Holiday Sharing Program (December)
- City inter-departmental response to the opioid crisis (April)
- DCHS Workforce Development Center (May)
- DCHS Wellness Center (June)

Documents reviewed -

- DCHS Annual Report
- SSAB mandate, mission, objectives, bylaws
- Various other reports / documents

Recommendations for Improving Functions/Duties and Future Goals

At present, all recommendations for improving SSAB functions and duties are within the purview of the SSAB and DCHS. Within the past year, the SSAB has explored opportunities to improve address issues that "advance the well-being of all Alexandrians," prompting reflection on where the SSAB can have a broader impact on social services and the community.

Within the coming year, our hope is to revise our strategic plan to focus on the following areas:

Annual Report to City Council

- 1. Deepen our understanding of DCHS service provisioning to advise the City's priorities-based budgeting process. Starting in 2017, the City has shifted to a priorities-based budgeting process that requires DCHS-related Boards to provide recommendations on services that should be prioritized and de-prioritized in the City budget cycle. The SSAB has started, and will continue, a series of site visits to deepen members' familiarity with DCHS services to inform this process. Additionally, the SSAB will ensure that members are conversant in the priorities-based budget process in order to provide informed recommendations to the City Manager and City Council.
- 2. Improve Board membership experience. The SSAB is not at full membership, and will work to attract client and/or student members to bring diverse and necessary perspectives to the Board. We will also work to improve the content and availability of onboarding and training materials for new members, and engage Board members by tapping into their areas of interest and expertise.
- 3. Define an awareness and advocacy strategy and calendar, informed by the "voice of the client." The SSAB will capitalize on its "Who We Are" video (produced with DCHS in 2017) and voluntary "Friends of the SSAB" mailing list to create greater citizen awareness of social services issues. Additionally, the SSAB will work to define an advocacy strategy and calendar tied to the City budget cycle and in coordination with the City's legislative director. Both of these efforts will be supported by the SSAB's unique position to capture and represent the voice and input of DCHS clients, as represented by both the "Who We Are" video and a set of focus groups developed in 2018 to provide inputs on planned DCHS site consolidation.
- 4. Define a collaboration strategy with other DCHS boards and commissions. The SSAB will also, via the chair and vice-chair, work with other DCHS boards to discover opportunities for collaboration, particularly around the development of advocacy positions (see #3, above) and inputs to the City's budgeting process for DCHS (see #1, above).

Attendance and DCHS Support

The attendance report for SSAB members for the period July 2017 to June 2018 is attached [see Table 2]. Please note that there are no attendance records available for July-August 2017. With regards to attendance:

 Taking September 2017-June 2018 into account: all current members have either attended or received excused absences for 75% of meetings. However, only four current members have attended 75% of meetings.

City of Alexandria Social Services Advisory Board Annual Report to City Council

• The Chairperson does <u>not</u> recommend removal of Board members due to attendance at this time, due to the challenge this would present in ensuring quorum. Instead, the Board will exert a stronger effort to enforce attendance policy across the next 12 months.

The SSAB would like to stress its deep appreciation and gratitude for the obvious and substantial assistance and genuine support received by DCHS management and staff. The guidance, presence, and availability of Ms. Lesa Gilbert, DCHS Director, has been immeasurable. In addition, the support of DCHS staff throughout the year has been very helpful and greatly appreciated.

Table 1: Social Services Advisory Board Membership

Member	Original Appt Date	Latest Appt Date	Expiration	Resignation or Removal	Current Member
Mark Tonsetic (Chair)	12/08/15	12/08/15	12/08/18		×
Shawna Gary (Vice Chair)	9/13/16	9/13/16	9/13/19		×
Carter Batey	9/10/13	9/13/16	9/13/19		x
Caitlin Fitzsimmons	12/13/16	12/13/16	1/13/17	1/13/17	
Susan Newell	10/27/09	1/3/15	1/03/18		х
Dawn Bauman	1/10/17	1/10/17	1/10/20		х
Andrew Baird	5/09/17	5/09/17	5/09/20		x
Mary Taylor	3/11/14	9/12/17	9/12/20		х
Karen Dunkley	2/10/15	2/10/15	2/10/18	2/12/18	
Mary Alice Johnson	2/04/17	2/04/17	4/04/18		х
Deb Riley	9/10/13	6/13/17	6/13/20		х
Jason Dechant	1/10/06	1/13/15	1/13/18	1/13/18	
Frank Argenziano	6/13/18	6/13/18	6/13/21		х

Table 2: Social Services Advisory Board Attendance Record

Member	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Mark Tonsetic (Chair, Sep-Jun)	*	*	х	х	х	х	NA	x	х	х	x	х
Shawna Gary (Vice Chair, Sep-Jun)	*	*	E	х	х	x	NA	х	E	х	X	х
Carter Batey (Chair, Jul-Aug)	*	*	х	E	х	х	NA	E	х	E	х	х
Susan Newell	*	*	х	х	х	Х	NA	E	х	х	х	х
Dawn Bauman	*	*	х	Е	Х	х	NA	Х	E	E	х	E
Andrew Baird	*	*	х	х	х	E	NA	х	E	х	х	Х
Mary Taylor	*	*	E	X	E	х	NA	х	х	х	х	E
Karen Dunkley (Vice-Chair, Jul-Aug)	*	*	х	U	х	х	NA	х	N	N	N	N
Mary Alice Johnson	*	*	E	E	х	х	NA	U	Х	E	х	U
Jason Dechant	*	*	х	х	E	X	NA	N	N	N	N	N
Deb Riley	*	*	Х	х	Х	Е	NA	E	E	Е	Х	E

Indicate:

X - FOR PRESENT / E - FOR EXCUSED / U - FOR UNEXCUSED / N - NON-MEMBER / NA - NO MEETING HELD / * - RECORDS NOT AVAILABLE

Towing Advisory Board Annual Report July 2017– June 2018

Summary of Accomplishments

The mission of the Tow Advisory Board includes providing a public forum for issues related to the towing and impounding of vehicles within the City of Alexandria and making recommendations to City Council regarding policy and ordinance changes for towing requirements. Within these guidelines, the Towing Advisory Board membership completed the following activities during its 2017/18 year.

Towing Advisory Board Policy and Membership Accomplishments

- The towing advisory board currently has one vacancy for a tow operator representative. Efforts will continue to be made in FY2019 to fill this tow operator vacancy.
- The Tow Advisory Board met on May 14, 2018 for the required annual meeting. A full list of topics discussed in FY2018 are contained in the meeting minutes for the May 14, 2018 meeting, which are contained in Appendix 1.

Leadership

- Currently Dwight Gochenour is serving as the chair of the board. A new chairperson will be
 elected in FY2019, as state law (as well as City Ordinance) was recently changed in FY2017
 to require the board chairperson to rotate annually.
- During the course of the year, membership included the following individuals:
 - o Deputy Chief Chris Wemple
 - o Lt. Mike May
 - o Charity Ave-Lallemant
 - o Dwight Gochenour
 - o (2nd Tow Operator Representative Currently Vacant)
- Matt Melkerson and Alexander Frias in the Department of Transportation & Environmental Services acted as the staff liaison to the Towing Advisory Board during the course of the 2017/2018 year.

Appendix 1

Towing Advisory Board Meeting Notes May 14, 2018

Meeting was called to order at 11:02 AM by Matt Melkerson.

Introductions were made; since the previous meeting Emad Salman resigned as the City Impound Officer and the new Impound Officer, Alexander Frias, was introduced to the board. In addition, the previous chairperson, Amy Slack, had left the board. While Deputy Chief Wemple remained as a Police representative to the board, he indicated that he would be stepping away from these duties and a new Police representative would take his place in FY2019. Lt. Mike May took the place of Lt. Jerry Newcomb.

New Business:

Election of New Chairperson

The FY2017 Chairperson, Amy Slack, left the board after the last FY2017 Tow Advisory Board meeting. In addition, in FY2017 a code change was made that required the chairperson to rotate annually among the board members. Dwight Gochenour was nominated for board chairperson by Deputy Chief Wemple and seconded by the Charity Ave-Lallemant, and was subsequently unanimously voted in by the board members as board chair.

Discussion of Virginia Code changes in 2018 General Assembly Legislative Session

There was significant discussion regarding the maximum initial hookup and tow fee. Section 1233.1 was updated as part of the General Assembly session to set a maximum initial hookup and tow fee of \$150. However, the preceding Section 1233 states that the initial hookup and tow fee for Planning District 8 (which includes Alexandria) shall be \$135. There was an initial update to Section 1233 that raised the Planning District 8 fee to \$150, but that was struck during negotiations and was not approved in the General Assembly session. There was some question as to whether on not Section 1233.1 would still apply in Alexandria and therefore tow operators could charge the \$150 maximum for the initial hookup and tow fee, or if Section 1233 took precedence and the \$135 fee for initial hookup and tow applied in Alexandria. It was agreed that T&ES staff would follow up with the City Attorney's Office for an opinion of which section of code would take precedence. CAO Opinion: State code Section 1233 applies and within Planning District 8 (which includes Alexandria), the initial hookup and tow fee must be \$135 (no more and no less).

Other Bills related to Towing in 2018 Virginia General Assembly – Failed Bills

<u>SB250/HB1298</u> – Would have made towing advisory board optional instead of mandatory **Final Outcome**: Bill Died in Committee

<u>HB1406</u> – Would have allowed towing and recovery operators that tow certain abandoned or immobile vehicles on behalf of a law-enforcement agency to recover costs for storage, towing, and recovery fees from such law enforcement agency. The bill provides that such law-enforcement agency may seek full reimbursement of the costs from the state treasury from the appropriation of criminal charges.

Final Outcome: Bill Died in Committee

Other Bills related to Towing in 2018 Virginia General Assembly - Passed Bills

<u>SB601/HB1349</u> - Exempts Planning District 16 (George Washington) from any requirement by a towing advisory board for written authorization, in addition to a written contract, in the event that a vehicle is being removed from private property. The bill requires that localities in Planning District 16 establish by ordinance (i) a hookup and initial towing fee of \$135; (ii) an additional fee of \$25 for towing at night, on weekends, or on a holiday; and (iii) that no fee pursuant to clause (ii) shall be charged more than twice for a tow. This bill is identical to SB 601.

Final Outcome: Bill Passed and becomes law effective 7/1/18

Effect on Alexandria: None, as the changes only affect Planning District 16, and Alexandria is within Planning District 8.

There being no other new business, the meeting was adjourned at 11:28 AM.

APPENDIX F. ADVISORY GROUP ANNUAL ATTENDANCE REPORT TEMPLATE

CITY OF ALEXANDRIA TOWING ADVISORY BOARD MEETING ATTENDANCE REPORT

IULY 1, 2017 THROUGH JUNE 30, 2018

CHAIRPERSON: _____Dwight Gochenour_____

MEMBER'S NAME	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Deputy Chief Chris					X							
Wemple												
Lt. Mike May					X							
Dwight Gochenour					X							
Charity Ave-Lallemant			-		X			-				-
												-
	-											
INDICATE: X – FOR PRESEN	Γ		E - F	OR E	KCUSE	D		U – F(OR UN	EXCUS	ED	
LIST OF THOSE WHO DID NO	TATT	END 7	′5% O ì	F MEE	TINGS	S:						
• None												
FORM MUST BE SIGNED BY (HAIR	PERSO	N									
(APPROVED)	14								(6)	rperso		

[Advisory Group] Annual Report July 2017 – June 2018

I approve.

Summary of Accomplishments

The mission of the Traffic and Parking Board is to consider all matters concerning traffic, parking and taxicabs prior to action by the Director of TES, the City Manager or City Council. Within these guidelines, the Traffic and Parking Board membership completed the following activities during its 2017/18 year.

Traffic and Parking Board Policy and Membership Accomplishments

- Membership remained steady throughout the year. A quorum was achieved at all meetings.
- The following Board members participated on these groups:

1. Transportation Commission

Casey Kane

2. Parking Taskforce

James Lewis

3. Motor Coach Taskforce

Randy Cole

There were no policy changes during the past 12 months

[Advisory Group] Member Activities

• List any member activities, if relevant, pertaining to members

Program and/or Legislative Accomplishments

- The Board heard 88 items this past year, a 44 percent increase over last year. The more significant issues the Board approved and rendered recommendations on are as follows:
 - 1. Recommended the residential pay by phone pilot and added 13 pay by phone restrictions on 13 blocks
 - 2. Recommended 10 new bikeshare stations
 - 3. Recommended a new procedure for creating loading zones at daycare facilities
 - 4. Recommended allowing parking during the winter months in street sweeping areas
 - 5. Recommended creating a new fee structure for surface parking lots under the City's control
 - 6. Recommended streamlining the procedure for instituting No Turn On Red restrictions for Vision Zero projects

Goals for 2017-2018

- The Traffic and Parking Board has three goals for the upcoming year:
 - 1. Conduct the biennial taxicab review
 - 2. Work with staff on implementing Vision Zero initiatives
 - 3. Revise the Board's charter to proactively pursue safety improvements in the City

Leadership

- Officers for the upcoming year were elected at the March 2018 meeting: William Schuyler will serve as Chair and, James Lewis as Vice-Chair.
- Thomas "Jay" Johnson's term expired on 3/8/2018
- Jason Osborne was appointed to the Board on 3/6/2018
- During the course of the year, membership included the following individuals:
 - o Kevin Beekman
 - o John Cole
 - o Casey Cane
 - o Thomas "Jay" Johnson
 - o James Lewis
 - Jason Osborne
 - o William Schuyler
 - Ann Tucker
- Bob Garbacz and TES acted as the staff liaison to the Traffic and Parking Board during the course of the 2016/2017 year.

Attachments

- 1. Any notable letters to City Council, date, subject
- 2. Any letters to other Advisory Groups, date, subject
- 3. Any completed reports or relevant documents

APPENDIX F. ADVISORY GROUP ANNUAL ATTENDANCE REPORT TEMPLATE

CITY OF ALEXANDRIA [ADVISORY GROUP NAME] MEETING ATTENDANCE REPORT

JULY 1, 2017 THROUGH JUNE 30, 2018

CHAIRPERSON: William Schuyler

MEMBER'S NAME	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Kevin Beekman	Χ		X	X	X		X	X	X	X	X,	X
John Cole	X		U	U	X		X	X	X	X	X	X
Casey Kane	E		X	X	X		X	X	X	X	X	X
Thomas Johnson	X		X	X	X		X	X				
James Lewis	X		X	Х	X	,	X	E	X	X	X	X
Jason Osborne								-	Е	X	X	X
William Schuyler	X		X	X	X		X	X	X	X	X	X
Ann Tucker	Ε		X	X	X		X	Χ.	Е	X	X	X
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E – FOR EXCUSED U – FOR UNEXCUSED

LIST OF THOSE WHO DID NOT ATTEND 75% OF MEETINGS:

(APPROVED))Seh	<u></u>	(Chairperson)
,	/		

City of Alexandria, Virginia

MEMORANDUM

DATE:

AUGUST 20, 2018

TO:

GLORIA SITTON

OFFICE OF CITY CLERK AND CLERK OF COUNCIL

THRU:

KARL MORITZ, DIRECTOR

PLANNING & ZONING

FROM:

STEPHEN W. KULINSKI, CHAIR

URBAN DESIGN ADVISORY COMMITTEE

SUBJECT:

URBAN DESIGN ADVISORY COMMITTEE (UDAC)

FY 2018 ANNUAL REPORT

This is the annual report for the Old Town North Urban Design Advisory Committee (UDAC) for Fiscal Year 2018, as required by City Code Section 2-4-7(i)(l). The Committee is comprised of five (5) members, each permitted to serve two (2)-year terms. Members of the Committee shall be comprised of the following:

- Two (2) representatives of the Old Town North business community
- Two (2) residents representing the Old Town North residential community
- One (1) qualified professional skilled in urban design, architecture or landscape architecture

Current Committee Members:

Stephen Kulinski (SK), Chair, Business Community Representative Marie McKenney Tavernini (MT), Vice Chair, Old Town North Resident Abbey Oklak (AO), Secretary, Design Professional Roger Waud (RW), Old Town North Resident Engin Artemel (EA), Business Community Representative

According to Section 6-505 of the Zoning Ordinance, UDAC "is authorized to review applications to the city for site plan approval and special use permits for compliance with the urban design guidelines for Old Town North when such guidelines are adopted by city council." The Committee provides guidance to staff and makes formal recommendations to the Planning Commission on new development proposals that are located in the Old Town North Small Area Planning boundary, though are not also located within the City's Old and Historic Alexandria District. The guiding document for the Committee is the *Urban Standards & Guidelines for Old Town North* (UDSG), adopted by ordinance on September 16, 2017 by City

Council. The standards and guidelines in the UDSG are "intended to provide requirements and guidance in written and graphic form to implement the vision" of the Old Town North Small Area Plan.

The Committee is scheduled to meet every month, but only meets quarterly or as needed if no applications have been submitted for review. Additionally, extra meetings may be scheduled as needed.

MEETINGS

The Committee held two (6) meetings in FY2018. The proceedings are described below:

- October 4, 2017: The applicant representing the redevelopment of the Crowne Plaza site (901 N. Fairfax Street) first presented to the Committee¹. Discussion focused on site design, including the placement of the townhouses, orientation of the site to the Mount Vernon Trail and the loading dock location.
- November 16, 2017: The Committee held reorganization elections:
 - MT moved to nominate SK to remain as Chair of the Committee. EA seconded. Motion carried 3-0 (SK abstained).
 - o SK moved to nominate MT to remain as Vice Chair of the Committee. EA seconded. Motion carried 3-0 (MT abstained).
 - o MT moved to nominate AO to remain as Secretary of the Committee. EA seconded. Motion carried 4-0.

The applicant for the Crowne Plaza redevelopment presented to the Committee for the second time. The presentation and discussion centered on site and landscape design, and the proposed architecture for the townhouses, multifamily building and theater.

- **December 13, 2017:** The applicant for the Crowne Plaza redevelopment presented to the Committee for the third time. The Committee focused on the design of the townhouses, though site design issues, including development integration with the Mount Vernon Trail and sidewalk materials were discussed.
- January 10, 2018: The applicant for the Crowne Plaza redevelopment presented to the Committee for the fourth time. The presentation focused primarily on how the proposal meets the UDSG, and Committee discussion additionally focused on further architectural refinements to the townhouse rows.
 - o EA moved that UDAC endorse the 901 N. Fairfax Street submission, AO seconded. The submission was endorsed 5-0.

¹ Information on the development approval can be found here: alexandria.legistar.com/gateway.aspx?m=1&id=/matter.aspx?kev=87€3

• June 6, 2018: The applicant for the redevelopment of the site at 1201 N. Royal Street (the Craddock Site)². The presentation of the applicant was an overview project building and site design. The applicant answered several questions from neighborhood residents and stakeholders in addition to from the Committee. Discussion focused on building massing and the implementation of the proposed ground-floor arts use.

GOALS FOR THE COMING YEAR

Goals for the coming year include:

- (1) Continue collaboration between staff and the Committee, including on future agenda and discussion items
- (2) Continue to provide constructive feedback to applicants that is based on the Urban Design Standards and Guidelines for Old Town North
- (3) Formalize process for applicant to demonstrate project compliance with the Urban Design Standards and Guidelines for Old Town North
- (4) Enhancement of the UDAC website, including information on previous project reviews
- (5) Schedule a walking tour for Committee members to tour recently constructed projects in the Old Town North neighborhood

² A fact sheet on the project can be accessed here: <u>alexandriava.gov/uploadedFiles/1201NRoyalStreetFactSheet.pdf</u>

CITY OF ALEXANDRIA BOARDS AND COMMISSIONS MEETINGS ATTENDANCE REPORT

JULY 1, 2017 THROUGH JUNE 30, 2018

COMMISSION: Urban Design Advisory Committee (UDAC)

CHAIRPERSON(S): Stephen Kulinski

MEMBER	October 4 2017	November 16 2017	December 13 2017	January 10 2018	June 6 2018
Stephen Kulinski (Chair)	Х	Х	Х	Х	Х
Marie McKenney Tavernini (Vice Chair)	Х	Х	Х	X	Х
Abbey Oklak (Secretary)	Х	Е	Х	X	Х
Engin Artemel	X	X	X	Х	X
Roger Waud	Х	Х	Х	Х	Х

INDICATE: X - FOR PRESENT E - FOR EXCUSED U - FOR UNEXCUSED

LIST OF THOSE WHO	DID NOT ATTEND /5% OF MEETINGS:
N/A	
(FORM MUST BE SIGN	IED BY CHAIRPERSON)
APPROVED:	
Stephen Kulinski AIA (Chairperson)	5/h h/h



March 2, 2018

Mayor and Members of City Council City of Alexandria 301 King Street Alexandria, VA 22314

Dear Mayor Silberberg and Members of City Council:

On behalf of the board of the 346 members of Visit Alexandria, I would like to express our endorsement of the King Street retail corridor and waterfront park initiative in the City Manager's proposed FY 2019 City budget. We view this initiative as a vital and timely investment for several reasons:

- Given the recent opening of The Wharf, and new amenities at Capitol Riverfront and in National Harbor (MGM), Alexandria must provide an experience that will enable us to compete with other destinations and retain the level of visitation that supports our City's tax base
- The Fall 2018 opening of our own King Street Park at the Waterfront is a major event that should be launched with signature programming and promotion to garner media and resident attention
- This marketing component of the initiative is creatively funded with a 1:1 public-private partnership that leverages the local private sector, thereby reducing the burden on taxpayers
- The initiative is entirely consistent with and core to the City's already approved Waterfront and Old Town plans
- In an economic era when independent retail is threatened by chains and online shopping, Alexandria must offer a quality experience that supports our independent retailers and restaurants. The launch of King Street Park at the Waterfront in conjunction with a new experiential retail approach will reinforce our unique character and sense of place. This investment is vital if Old Town is going to continue to thrive.

For all of these reasons we encourage you to approve the King Street retail corridor and waterfront park initiative that is included as part of the City Manager's proposed FY 2019 budget. Thank you.

Sincerely,

Mary Anne Russell, Board Chair, Visit Alexandria

Cc: Mark Jinks, City Manager
Emily Baker, Deputy City Manager
Morgan Routt, Director, Office of Management & Budget
Stephanie Landrum, President & CEO, Alexandria Economic Development Partnership
Joe Haggerty, Alexandria Chamber of Commerce

Visit Alexandria I 625 N. Washington Street, Suite 400 I Alexandria, VA 22314 703-652-5369 I VisitAlexandriaVA.com

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May 30, 2018

Alexandria City Council 301 King Street Alexandria, VA 22314

Honorable Mayor and Members of City Council,

The Visit Alexandria Board of Governors respectfully asks you to approve the application of the following nominees to serve on our Board for a 2-year term through June 30, 2020.

(7/1/2018-6/30/2020)

- "1 of 4" (Restaurant, Retail, Hotel, or Association)--2 vacancies
 - 1) Don Anderson, Hilton Alexandria Mark Center
 - 2) Trae Lamond, Chadwicks Restaurant
- Historic/Preservation—1 vacancy
 - 1) Ben Fiore-Walker, Town Crier
- Retail—1 vacancy
 - 1) Victoria Vergason, The Hour
- Re-nominations for a second term:
 - 1) Rebecca Aloisi, George Washington's Mount Vernon (Attraction seat)
 - 2) Bill Butcher, Port City Brewing Company ("1 of 4" seat)

Additionally, Mary Anne Russell is resigning as of June 30, 2018. The Board recommends that the following candidate fills out the remainder of her term.

(7/1/2018-6/30/2019)

- Hotel—1 vacancy from resignation of Mary Anne Russell as of 6/30/18
 - 1) Kate Ellis, Hotel Indigo

Thank you for your consideration.

Patricia Washington

President & CEO, Visit Alexandria

Secretary, Visit Alexandria Board of Governors

CC: Mark Jinks, Emily Baker, Mary Anne Russell, Karen Kotowski

Visit Alexandría I 625 N. Washington Street, Suite 400 I Alexandrí<u>a, VA</u> 22314

703-652-5369 | VisitAlexandriaVA.com

Visit Alexandria Board of Governors Annual Report July 2017 – June 2018

Summary of Accomplishments

The mission of the Visit Alexandria Board of Governors is to increase tax revenues to the City through marketing and advertising the City, its assets and events to potential visitors throughout the world. Within these guidelines, Visit Alexandria completed the following activities during its 2017-2018 year.

Policy and Membership Accomplishments

See 2018 Annual Report (attached)

Member Activities

See 2018 Annual Report

Program and/or Legislative Accomplishments

See 2018 Annual Report

Goals for 2018-2019

See 2018 Annual Report

Leadership

 Officers for the upcoming year were elected at the May 2018 meeting Karen Kotowski – Chair Ian Harvey – Vice Chair Lori Swain – Treasurer

Emily Baker – Executive Committee At-Large Kate Ellis – Executive Committee At-Large (Alexandria Hotel Association President)

List term expirations and new members, with month they were appointed

Aloisi, Rebecca – Re-elected. Term ends June 30, 2020.

Baker, Emily – City Manager's Appointee. Term indefinite.

Butcher, Bill – Re-elected. Term ends June 30, 2020.

Casale, Richard - Term ended June 30, 2018

Gillett, Annee – Term ends June 30, 2019

Hall, Charlotte – Term ends June 30, 2019

Harvey, Ian – Term ends June 30, 2019

Hellman, Susan – Term ended June 30, 2018

Kotowski, Karen – Term ends June 30, 2019

Ponzi, Larry – Term ends June 30, 2019

Russell, Mary Anne – Resigned June 30, 2018

Swain, Lori – Term ends June 30, 2019 Swedarsky, Jeff – Term ended June 30, 2018 Todd, Elizabeth – Term ended June 30, 2018 Wilson, Justin – Mayor's Appointee. Term indefinite.

New Members (appointed by City Council June 2018 for terms that run July 1, 2018 through June 30, 2020)

Anderson, Don Lamond, Trae Fiore-Walker, Benjamin Vergason, Victoria

New Member (appointed by City Council June 2018 for term that runs through June 30, 2019)

Ellis, Kate (entitled by Visit Alexandria Bylaws to seat as Alexandria Hotel Association President)

• During the course of the year, membership included the following individuals:

Aloisi, Rebecca

Baker, Emily

Butcher, Bill

Casale, Richard

Gillett, Annee

Hall, Charlotte

Harvey, Ian

Hellman, Susan

Kotowski, Karen

Ponzi, Larry

Russell, Mary Anne

Swain, Lori

Swedarsky, Jeff

Todd, Elizabeth

Washington, Patricia (non-voting)

Wilson, Justin

 Patricia Washington, President & CEO and Secretary of Board of Governors acted as staff liaison to the Visit Alexandria Board of Governors during the course of the 2017-2018 year, supported by Vito Fiore, Director of Marketing and Research.

Attachments

1. Any notable letters to City Council, date, subject

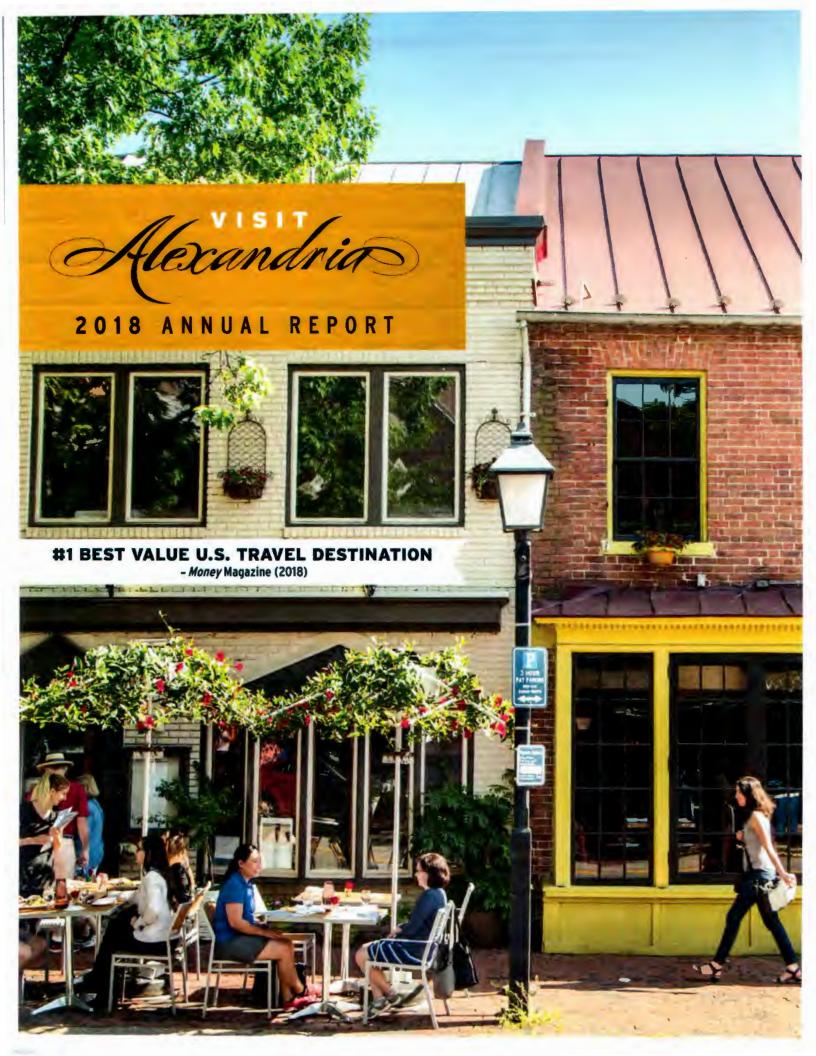
3/2/18 King Street Corridor Initiative Support

5/30/18 FY19 Nominations

2. Any letters to other Advisory Groups, date, subject *None*

3. Any completed reports or relevant documents

Visit Alexandria 2018 Annual Report





2018 ANNUAL REPORT

Dear Friends and Members:

Fiscal Year 2018 was a record year for Alexandria's visitor economy. At a time when revenue generation is critical for our city, the visitor economy has been answering the call. Non-residents now generate more than 70% of our city's sales, meals and lodging tax receipts, saving the average Alexandria household \$616 per year.

But it's not just about revenue generation. Visitors from around the world contribute to our cultural diversity, thriving restaurant and retail scene, and historic preservation. Alexandrians and visitors alike treasure the outstanding amenities and quality of life in our livable, walkable, welcoming community.

In 2018, Alexandria was named by Money magazine, the #1 ranked travel destination in the entire United States. That accomplishment was a direct result of your investment in this community coupled with Visit Alexandria's sustained marketing and media outreach. Since the announcement, the Visit Alexandria team has been leveraging our #1 ranking in public relations, advertising, meeting sales, international, social media and digital marketing to ensure we maximize this moment.

Today, it is with deep appreciation for Alexandria's entrepreneurs, passionate residents and forward-thinking leaders that we share these highlights:

- Record visitor spending of \$826 million (+4.6%)
- \$44.5 million of consumption taxes paid by destination and regional visitors
- 72.5% hotel occupancy (our 4th consecutive year above 70%)
- Record media coverage of 1,100+ stories (+14%)
- Broke the 2 million web visits barrier (+5%)

As we enter Fiscal Year 2019, let's keep the momentum going. We're excited to launch with the City the King Street Corridor Initiative, a new public-private partnership to beautify, program and market our downtown core, and celebrate the opening of our new waterfront area at the foot of King Street.

It's going to be a vital year, and together we will continue to generate a vibrant visitor economy, outstanding quality of life and a growing tax base for all Alexandrians. Thanks for your commitment and partnership.



Mary Anne Russell **Outgoing Chair**

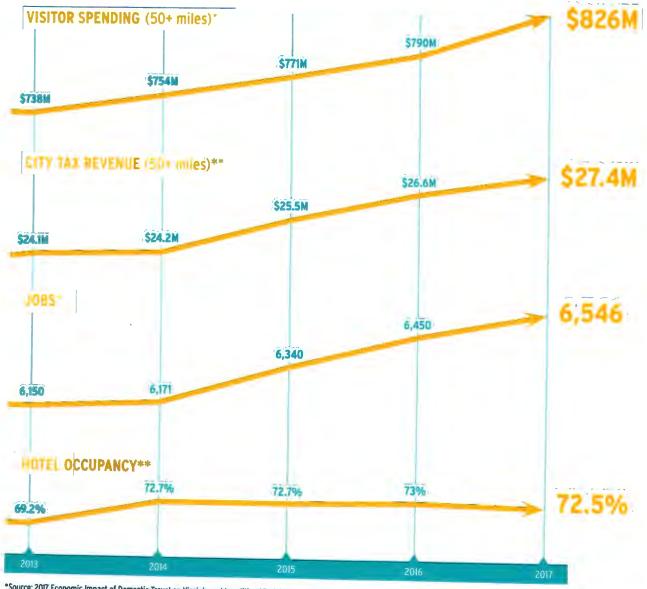


Karen Kotowski Incoming Chair



Patricia Washington President & CEO





^{*}Source: 2017 Economic Impact of Domestic Travel on Virginia and Localities, Virginia Tourism Corporation. Data is based on macroeconomic modeling and provides an estimate of receipts of actual taxes and receipts from visitors traveling from a radius 50+ miles outside of Alexandria.

** Source: Smith Travel Research, Destination Report, July 2017-June 2018

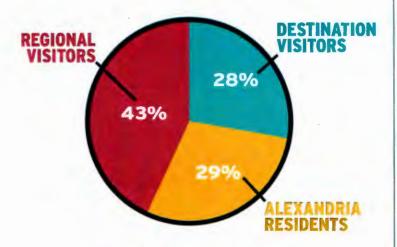


VISITORS SUPPORT ALL

revenue generation. Alexandria's visitors, both from within the region and beyond, account for 71% of sales, meals and lodging tax receipts. Good schools, safe streets, rich cultural and recreational resources, care for the vulnerable, a sustainable environment, broad transportation options and economic opportunity depend on a strong visitor economy.

71% of consumption tax receipts from non-residents

Alexandria depends on a blend of resident, regional visitor and overnight visitor spending.



Source: 2016 Visa credit card transaction data extrapolation, VisaVue

Non-residents generated \$44.5 million in city tax revenue, which equals





public school students

Visitor spending supports these critical components of Alexandria's local culture:



HISTORIC SITES & MUSEUMS

Preserving our city's history is essential to Alexandria's identity and character



OWNED BOUTIOUES & RESTAURANTS in Old Town and Del Ray

Likelihood to view a city as a "Good place to start a business"

Source: 2016 Visa credit card transaction data extrapolation, VisaVue



After seeing advertising & visiting city there is a 194% LIFT IN PERCEPTION

Source: Longwoods International, TTRA Marketing Outlook Forum, 2015



2018 HIGHLIGHTS



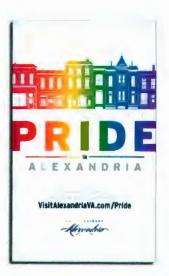
#1 Best Value **U.S. Travel Destination** in Money Magazine



360 Video, Photography & **Virtual Reality Experiences**



Visual Itineraries including Alexandria Weekend and D.C. Home Base



LGBTO Initiative & **Pride Month**



ALX ExtraPerks Meeting Incentive Program



National Science Foundation Opening



Leveraging D.C. Partnerships and Proximity

MEASURING OUTCOMES

Visit Alexandria tracks outcome-related data to ensure that our marketing dollars are spent wisely and that we are always revising strategies based on their measurable return. We are committed to continuous improvement and accountability to taxpayers, members, residents and each other.



1,167 MEDIA STORIES | 114%

2.03 MILLION WEB VISITS | 15%

293,000 ENGAGED ADVERTISING LEADS* | 173%

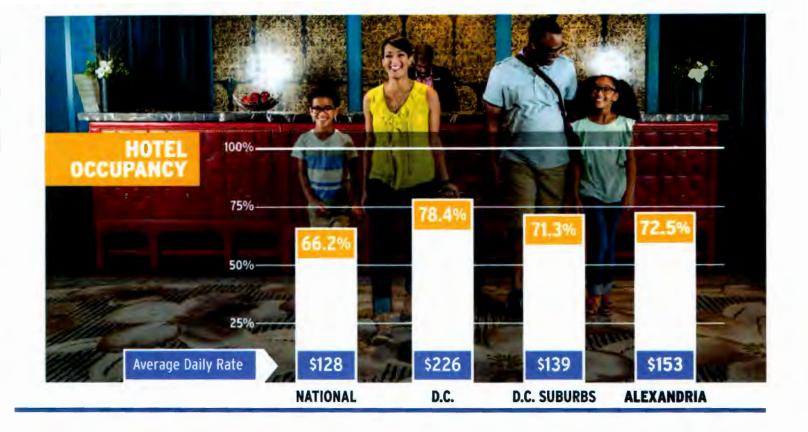
131,000 SOCIAL MEDIA FOLLOWERS | 119%

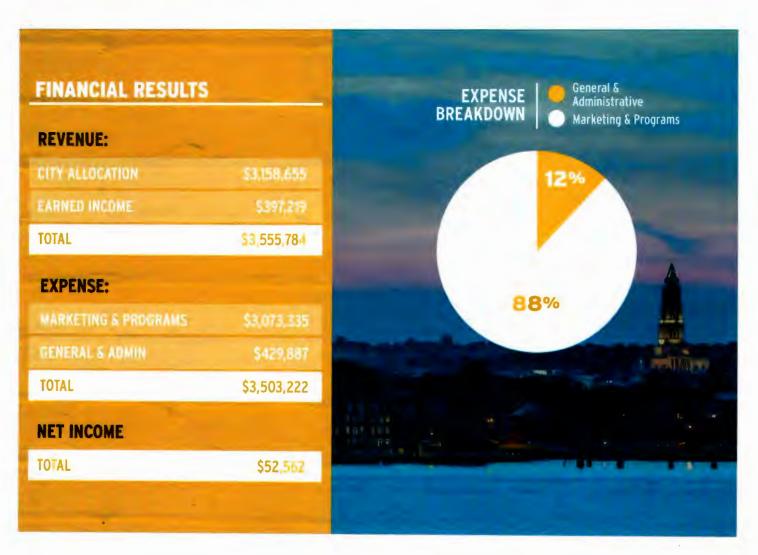
\$45 MILLION MEETING LEADS | 113%

365 MEMBERS | 110%

78,000 VISITOR CENTER GUESTS | 13%

*Engaged advertising leads are direct consumer clicks from Visit Alexandria advertising that result in a web visit of at least 2 minutes, at least 2 pages, a newsletter sign-up or visitor guide request.





ALEXANDRIA RANKED #1

Alexandria headlines don't happen by accident. Visit Alexandria's communications team cultivates media relationships and hosts travel writers to place top stories across the country and around the world. That effort paid off this year with record media coverage (1,167 press hits), capped off by *Money* magazine's ranking as the #1 U.S. travel destination!



THE BEST 20 PLACES TO GO IN 2018

66 You may feel like you're a world away from the hubbub of the nation's capital—but you're actually less than 10 miles away from national landmarks... Alexandria's red-brick homes and a historic waterfront promenade make it a surprisingly charming, inexpensive outpost for travelers to the D.C.-area. 99

Money

66 Alexandria, Virginia, is a culturally-rich, walkable city with small-town charm and urban convenience. Old Town could be plucked from a postcard, with its beautifullypreserved, historic architecture and cobblestone streets. Del Ray is a quirky, colorful neighborhood lined with locally-owned businesses. 99

Forbes

EATING AND DRINKING IN ALEXANDRIA, D.C.'S STYLISH, MORE-AFFORDABLE NEIGHBOR

66 Just across the Potomac River from Washington, D.C., Alexandria boasts a rich heritage, picturesque blocks, and a thriving food scene filled with independent restaurants that serve elevated comfort food dishes and award-winning beer. 99

Shermans Travel

66 Alexandria is also a must-see destination, with leading sites like Old Town, Carlyle House, Christ Church and Gadsby's Tavern, in addition to a truly memorable trip to George Washington's Mount Vernon. 99



10 ROMANTIC SMALL-TOWN HOLIDAY SHOPPING GETAWAYS

66 Just outside Washington, D.C., the once bustling port city of Old Town Alexandria,
Virginia evokes charm and history with every step along the red brick
sidewalks lined with trees lit up with twinkle lights. ??





ADDITIONAL MEDIA COVERAGE



















UPTOWN TOWN&COUNTRY





Entertainment Enews BY// TRAVEL-PRESS





HUFFPOSTI BRIT+CO VWEDDINGWIRE





The Washington Post

ACCOLADES

2018 Best Travel U.S. Destinations

Alexandria #1 -Money, 2018

The South's Prettiest Cities

Alexandria #14 -Southern Living, 2018

Safest Cities in America

Alexandria #4 -SmartAsset, 2017

"All-Star" for LGBTQ Equality

Alexandria #2 -Human Rights Campaign Municipality Equality Index, 2017

Happiest Cities in the United States

Alexandria #21 -National Geographic Explorer, 2017

2017 Best Cities for Millennials in America

Alexandria #4 -Niche, 2017

2017's Most Diverse Cities in America

Alexandria #21 -WalletHub, 2017

25 Best Cities for Entrepreneurs

Alexandria #1 -Entrepreneur, 2017

Top 20 Most Romantic U.S. Cities

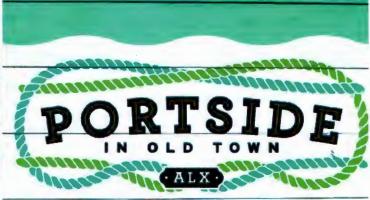
Alexandria #3 -Amazon.com, 2017



King Street Corridor Initiative Promoting Downtown and Waterfront

Portside in Old Town Programming





WATERFRONT HAPPENINGS AT KING STREET





Visitor Center Garden Redesign

ALXNetWORKS Meetings industry Insider Resource

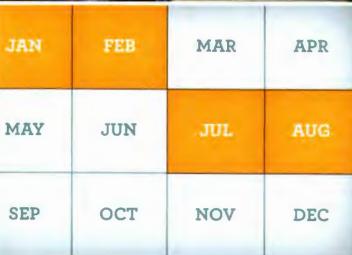


The new year is ripe with opportunity and challenge. The opening of our new expanded waterfront and the arrival of the Tall Ship Providence give us new iconic assets to promote Alexandria and attract visitors. At the same time, well-funded regional competition and the summer 2019 renovation of our Metro stations present challenges that we must meet head-on. Our program of work for the coming year directly addresses both opportunities and risks by developing rich content that builds on our existing assets and helps visitors explore new experiences in neighborhoods throughout Alexandria.

Neighborhood Promotion

Tall Ship Providence Arrival







Targeting Need Periods with Big Data

Metro Shutdown Mitigation Plan

VISIT ALEXANDRIA MEMBERS **WORKING TOGETHER**

Thanks to our Charter Members:

Alexandria Hotel Association Burke & Herbert Bank George Washington's Mount Vernon Potomac Riverboat Company

Bold: New members

216 - A City Bed & Breakfast 219 Restaurant 3 Sisters 529 Kids Consign A Galerie - Antiques and Fine Art A la Lucia

AAA Mid-Atlantic

Acme Mid-Century + Modern African American Hall of Fame Alexandria African-American Heritage Park Alexandria Archaeology Museum Alexandria Arts Forum Alexandria Black History Museum

Alexandria by Water Seaport Cruise Alexandria Chamber of Commerce Alexandria Colonial Tours

Alexandria Colonial Tours' Kids' Scavenger Hunt Alexandria Cupcake

Alexandria Department of Recreation,

Parks and Cultural Activities Alexandria Economic Development Partnership

Alexandria Film Festival Alexandria Harmonizers

Alexandria Library Alexandria Living Magazine

Alexandria Singers Alexandria Small Business Development Center

Alexandria Symphony Orchestra Alexandria Tours Alexandria Transit Company

Alexandria Visitor Center The Alexandrian, Autograph Collection Alexandria's Footsteps to the Past

Alexandria's Footsteps to the Past Ghost Tours

Al's Steak House **ALX Community**

Amtrak Alexandria Union Station The Antique Guild

AR Workshop Alexandria

Arlandria Chirilagua Business Association

Art League, Inc. Art on the Avenue **Artistic Artifacts** The Athenaeum

Augie's Mussel House The Basilica of Saint Mary

Bastille Bellacara

Beulah Baptist Church

Big Bus Tours Bike and Roll Alexandria Bilbo Baggins Restaurant Birchmere Bistro Eighteen90

Bistro Sancerre Blackwall Hitch **Bloomers**

Bluprint Chocolatiers Bombay Curry Company Bon Vivant Cafe + Farm Market **BRABO**

Brabo Tasting Room Brave Spirits Theatre

Bread and Chocolate Bugsy's Pizza Restaurant & Sports Bar Burke & Herbert Bank

Buzz Bakeshop

Cafe 44 Cafe Pizzaiolo Cameron Run Regional Park

The Campagna Center Caphe Banh Mi

Caprese Restaurant, A Mediterranean Grill Captain Gregory's Captain Rocky Versace Plaza and Vietnam

Veterans' Memorial

Carlyle Club Carlyle Council Carlyle House
Carr Workplaces

Casa Rosada Artisan Gelato

Cedar Knoll Chadwicks Charlie's on the Avenue

Chart House Restaurant Cheesetique

Chinoiserie

Chinquapin Park Recreation Center

Christ Church The Christmas Attic City Kitchen Clyde's at Mark Center Columbia Firehouse Comfort One Shoes

Contrabands and Freedmen Cemetery Memorial

The Creamery
Crowne Plaza Old Town Alexandria
CSI Washington, DC

Cualtzin Salon

Dairy Godmother Frozen Custard &

Nostalgic Treats

Dandy Restaurant Cruise Ships

Daniel O'Connell's Irish Restaurant & Pub Dash's of Old Town

DC Livery DC Metro Food Tours DC Military Tours Dejan Studio Jewelry

Del Ray Artisans Del Ray Business Association Del Ray Cafe

Delia's Mediterranean Grill & Brick Oven Pizza

Destination DC

Discover Alexandria Tours

Discovery Map Dishes of India Diya Indian Cuisine The Dog Park Dolci Gelati Don Taco Dos Amigos

Eamonn's - A Dublin Chipper

Eisenhower Consignment Eisenhower Partnership

Embark DC

Embassy Suites Alexandria Encore Consignment Boutique **Entertainment Cruises**

Escape Quest, Inc. Escape Room Live
Evening Star Cafe
EventPix

Events Industry Council
The Executive Café & Diner

Faccia Luna

Fairfield Inn & Suites by Marriott

Alexandria Landmark **Fetching Photos** fibre space Finn & Porter First Night Alexandria Fish Market

Fleet Transportation

Fontaine Caffe & Creperie Fort Ward Museum & Historic Site

Foster's Grille Fountains Day Spa Fraternal Order of Eagles Freedom House Museum Friendship Firehouse

Fusion Meetings & Events Gadsby's Tavern Museum Gadsby's Tavern Restaurant

George Washington Birthday Celebration Committee

George Washington's Distillery & Gristmill George Washington's Mount Vernon

Geranio Restaurant

Get Fit Studio

Go Ape Zip Line & Treetop Adventures Gold Works

Gossypia **Greenstreet Gardens Gunston Hall**

Hampton Inn & Suites - Alexandria Old Town

Area South

Hampton Inn Old Town King Street Metro Station

Hank's Oyster Bar Hank's Pasta Bar Hard Times Cafe Haute Dogs & Fries

Hawwi Ethiopian Restaurant Hen Quarter

Hilton Alexandria Mark Center Hilton Alexandria Old Town

Hilton Garden Inn

Historic Garden Week's Alexandria Tour

The Hive

Holiday Inn Alexandria Carlyle

Holiday Inn Hotel & Suites Alexandria - Old Town Hollin Hall & the Meeting House at Mount Vernon

Unitarian Church Holy Cow

Hooray for Books! Hotel Indigo Old Town Alexandria The Hour Shop

Hummingbird



II Porto Imagine Artwear

International Spy Museum

The Italian Place

Ivy Hill Cemetery Historical Preservation Society

Jack's Place Jackson 20 Julian Tours

Junction Bakery & Bistro

Kilwins

Kimpton Lorien Hotel & Spa

King Street Blues King Street Tavern

King's Jewelry Kyo Gallery

La Cuisine La Tasca

La Trattoria Landini Brothers

Landmark Mall Laporta's Restaurant

Lavender Moon Cupcakery

Lee-Fendall House Museum & Garden Lena's Wood-Fired Pizza & Tap Little Theatre of Alexandria

Live Oak Restaurant Lloyd House

Local Motion Studio London Curry House

Lost Dog Cafe The Lucky Knot

The Lyceum, Alexandria's History Museum Mackie's Bar and Grill

Magnolia's on King

Mai Thai Restaurant Main Event Caterers

The Majestic

Manumission Tour Company Marcela's Yoga Boutique Martz Gray Line of Washington DC

Mary M. Gates Learning Center at

United Way Worldwide

Mason Social

McEnearney Associates Inc. Meetings & Events of Distinction

Meggrolls

Metropolitan School of the Arts

MetroStage

Mia's Italian Kitchen

Mint Condition Misha's Coffee MoHo Kitchen + Cocktails

Momo Sushi & Cafe Morris Visitor Publications

Morrison House, Autograph Collection

Mount Vernon Inn Murphy's Irish Pub

Myron Mixon's Pitmaster Barbeque

Mystique Jewelers

Namaste

Nando's Peri-Peri

National Cancer Registrars Association

National Harbor

National Inventors Hall of Fame

Nectar Coffee & Wine Bistro

Newseum Nicecream

Nick's Nightclub **Nightly Spirits**

Northside 10 Office of Historic Alexandria

Old Colony Inn Alexandria

Old House Cosmopolitan Grill Old Presbyterian Meeting House Old Town Boutique District

Old Town Business & Professional Association

Old Town Farmers Market

The Old Town Shop of Alexandria

Old Town Trolley Tours Olio Tasting Room

Pacers Running Store Alexandria

Patina Polished Living

Patricia Palermino Studio

Penny Post

Periwinkle Boutique Pilates ProWorks The Pita House Pizzeria Paradiso Planet Wine

Popped! Republic Pop's Old Fashioned Ice Cream Co.

Pork Barrel BBQ

Port City Brewing Company

Portner Brewhouse

Post Carlyle Square Apartment Homes

Potomac Conference Center

Potomac Riverboat Company The Potomack Company Precision Meetings & Events Principle Gallery

Rachel M. Schlesinger Concert Hall and **Arts Center**

Ramparts Tavern & Grill Red Barn Mercantile RedRocks Neapolitan Bistro

Residence Inn by Marriott Alexandria at Carlyle

Restaurant Eve Reston Limousine

River Farm- American Horticultural Society

Robinson Landing

Rock It Grill

Rocklands Barbeque and Grilling Company

Rouge Fine Catering

Royal Restaurant RT's Restaurant Rustico Restaurant

Sacred Circle Salon deZEN

Sand and Steel Fitness

Serafino Fine Italian Leather & Accessories

ShadowLand Family Entertainment Center

Shiloh Baptist Church

The Shoe Hive Shooter McGee's

Signature Theatre

Silver Parrot

Silverman Galleries Antiques & Antique Jewelry

Sip & Sew Old Town Smoking Kow BBQ

Snackbar

Society Fair Sonoma Cellar Southside 815 Specs New York

The Spice & Tea Exchange of Alexandria SpringHill Suites Alexandria Old Town/Southwest

St. Elmo's Coffee Pub

St. Paul's Episcopal Church

Stabler-Leadbeater Apothecary Museum

Studio Antiques and Fine Art, Inc.

Stylists at North

Sugar House Day Spa and Salon

Sugar Shack Donuts Sunday in Saigon The Sushi Bar

Sweet Fire Donna's Swings Coffee Synergy Float Center

T.J. Stone's Grill House & Tap Room

Taverna Cretekou Ted's Montana Grill Tempo Restaurant Ten Thousand Villages Teguila & Taco

Theismann's Restaurant & Bar

The Thornton Apartments

Threadleaf

Today's Cargo Topgolf Alexandria Torpedo Factory Art Center Trademark Drink and Eat

Triple Craft Truly-Life Eco Gifts

TSALT tu-anh The Twig

Twist Boutique Union Square

Union Street Public House

Urbano 116

USA Guided Tours DC

Vaso's Mediterranean Bistro

Vermilion Vintage Mirage Virtue Feed & Grain Visit Alexandria

Vola's Dockside Grill and Hi-Tide Lounge

Volunteer Alexandria

The Warehouse Washington Metro Area Transportation Authority

Washington Sailing Marina

Wear Ever Jewelry

West End Business Association

The Westin Alexandria

The Wharf

Wheel Nuts Bike Shop

Whole Foods Market Old Town

WideWings Aviation

Windows Catering Company Wine & Design Alexandria

Woodlawn & Pope-Leighey House Workhouse Arts Center

Your Life Energy Holistic Center

Zelsman Powers Group



EXECUTIVE COMMITTEE

Board Chair (Outgoing)

Mary Anne Russell

GM, Embassy Suites/HGI Alexandria

Board Chair (Incoming)

Karen Kotowski

CEO, Events Industry Council

Treasurer

Lori Swain

Executive Director, National Cancer Registrars Association

Alexandria Hotel Assoc. President

Kate Ellis

GM, Hotel Indigo Old Town Alexandria

Executive Committee At-Large

Emily Baker

Deputy City Manager, City of Alexandria

Annee Gillett

Sage Hospitality

Secretary (non-voting)

Patricia Washington

President & CEO, Visit Alexandria

BOARD OF GOVERNORS

Rebecca Aloisi

VP for Marketing. George Washington's Mount Vernon

Don Anderson (Incoming)

Regional Director of Operations, Crescent Hotels & Resorts

Bill Butcher

Founder/Owner, Port City Brewing Co.

Richard Casale (Outgoing)

GM. Westin Alexandria

Ben Fiore-Walker (Incoming)

Town Crier, City of Alexandria

Charlotte Hall

Vice President, Potomac Riverboat Co.

lan Harvey

GM, Holiday Inn Eisenhower at Carlyle

Susan Hellman (Outoging)

Director, Carlyle House

Trae Lamond (Incoming)

Owner, Chadwicks Restaurant

Larry Ponzi

Owner, St. Elmo's/Café Pizzaiolo

Jeff Swedarsky (Outgoing)

President, FTC4Lobe

Elizabeth Todd (Outgoing)

Founder/Owner, The Shoe Hive

Victoria Vergason (Incoming)

Founder/Owner, The Hour

Justin Wilson

Vice Mayor, City of Alexandria











VISIT ALEXANDRIA IS LISTENING

We are here to serve you. If there are other questions you want to ask, or suggestions to help us improve the marketing of our City, we'd love to meet with you at your location.

VISITOR CENTER STAFF & VOLUNTEERS

Yuri Villacorta Bitsy Unkle Dawann Steagall, Jr. Steve Posner Ill ,noseld Middleton, Ill Madelyn Lichter Nicole Larsen Lauren Larsen Malcolm Kerr Nathaniel Jones Carl Jeffrey Herre Maddie Fleenor Lauren Dessaure Mary Cruz категоп Стагке лепедэив делед Jacquelyn Austin

Patricia Washington President & CEO Carla Bascope-Hebble Destination Sales Manager Jennifer De Luca Sales Manager

STAFF

Misha Enriquez Social Media & Visual Production Manager Melanie Fallon Director of Member & Visitor Services

Vito Fiore Director of Marketing & Research

Tom Kaiden Chief Operating Officer

Lorraine Lloyd Senior Vice President, Sale Trisha Meisner

Member Relations Manager

Claire Mouledoux Vice President of Communication

Robin Roane Senior Sales Manager

Leah Spellman Communications Manager

Sara Stanton Communications Assistant & Writer

Alfonso Wright Diaital Marketina Man

TI21V

LET'S GET TOGETHER.



APPENDIX F. ADVISORY GROUP ANNUAL ATTENDANCE REPORT TEMPLATE

CITY OF ALEXANDRIA VISIT ALEXANDRIA BOARD OF GOVERNORS MEETING ATTENDANCE REPORT

JULY 1. 2017 THROUGH JUNE 30. 2018

CHAIRPERSON:	Mary Anne Russell		
			,

MEMBER'S NAME	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Aloisi, Rebecca	X			X	E		X		X		X	Е
Baker, Emily	X			X	Е		X		X		X	X
Butcher, Bill	X			X	E		X		X		E	Ē
Casale, Richard	X			X	X		E		X		X	E
Gillett, Annee	X			X	Е		X		X		X	X
Hall, Charlotte	E			X	X		X		X		E	Е
Harvey, lan	X			X	E		X		E		E	E
Hellman, Susan	X			X	X		X		X		X	X
Kotowski, Karen	E			Е	X		E		X		X	X
Ponzi, Larry	X			Е	Χ		X		Е		X	E
Russell, Mary Anne	X			X	X		X		X		E	X
Swain, Lori	X			E	Х		E		X		E	X
Swedarsky, Jeff	E			X	Х		X		E		X	X
Todd, Elizabeth	Е			Е	Е		X		Е		Е	X
Wilson, Justin	Е			Е	Х		E		Е		Е	X

INDICATE: X – FOR PRESENT

E – FOR EXCUSED

U – FOR UNEXCUSED

LIST OF THOSE WHO DID NOT ATTEND 75% OF MEETINGS:

• None had >25% unexcused absences

FORM MUST BE SIGNED BY CHAIRPERSON

(APPROVED)	Par Gre chirall	(Chairperson)
•		

Alexandria Waterfront Commission Annual Report July 2017 – June 2018

Summary of Accomplishments

The mission of the Alexandria Waterfront Commission is to advise the City Council and staff on issues related to Alexandria's historic Potomac River waterfront and advise on implementation of the Waterfront Small Area Plan. The Commission is composed of 21 members representing a neighborhood, community organization, or City committee. The Commission was established by City Council on April 14, 2012, and replaces the Waterfront Committee, which was founded in 1989.]. Within these guidelines, the Alexandria Waterfront Commission membership completed the following activities during its 2017/18 year.

Alexandria Waterfront Commission Policy and Membership Accomplishments

- Summary Activities
 - Membership remained steady throughout the year and no meeting failed to achieve a quorum.
 - o The Commission remained active in discussions regarding:
 - King Street Retail
 - King Street Park Construction Activities
 - Residential Parking and Motorcoach Parking Relocation
 - Commercial Boating License Agreement
 - Pedestrian Safety Enhancements at the intersection of King & Union Streets
 - Monitoring of activities associated with private development in the Waterfront Small Area Plan and impacts on residents
 - Motor vehicle, pedestrian and bicycle integration
- List participation/Coordination with other advisory groups as relevant
 - o Alexandria Commission for the Arts
 - o Alexandria Park & Recreation Commission
 - o Alexandria Planning Commission
 - o Historic Alexandria Foundation
 - o Alexandria Archeological Commission
 - o Multiple Citizen Associations and Business Groups
- List any policy changes
 - The Commission endorsed the recommendation of the Department of Recreation, Parks, and cultural Activities to waive the alternating weekend prohibition to the City Council approved Special Events Policy in support of the King Street Initiative and the opening of the new King Street Park and the Waterfront in the fall 2018.

Alexandria Waterfront Commission Member Activities

- List any member activities, if relevant, pertaining to members
 - o In addition to the members assigned to other City Commissions and Committees, a Commissioner member serves on the Ad Hoc Group for Waterfront construction and another on the Reagan National Airport Community Noise Working Group. In addition, a Commission member served on the Old Town North Small Area Plan Advisory Committee.

Program and/or Legislative Accomplishments

- List any accomplishments of the Advisory Group or notable accomplishments
 - The Commission continued to monitor City Council approved recommendations on the Union Street Corridor Circulation Study. As a result, TES made visual improvements to the intersection of King & Union Streets for enhanced pedestrian safety;
 - The Commission continued to advocate for appropriate funding to ensure the City Council adopted 2015 Waterfront Small Area Plan development priorities remain fully funded;
 - The Commission endorsed the City Council approved King Street Initiative establishing a public/private partnership to increase vitality on the City's waterfront and King Street corridor.

Goals for 2018-2019

- List goals of the Advisory Group
 - The Commission will continue to work with City staff in the development processes including community outreach, public/private partnerships, maintenance and design options for the City to consider as it continues to implement the Waterfront Small Area Plan.

Leadership

- Officers for the upcoming year were elected at the June 2018 meeting: Stephen Thayer will serve as Chair and Nate Macek as Vice-Chair.
- List term expirations and new members, with month they were appointed
 - o Eldon Boes, 9/12/17 (New)
 - o Robert Cvejanovich, 12/12/17 (New)
 - o Beth Gross, 12/12/17 (New)
 - o Kathleen Seifert, 6/13/18 (New)
 - o Roger Yoerges, 2/13/18 (New)
- During the course of the year, membership included the following individuals:
 - o Charles Ablard, Historic Alexandria Foundation

- Cheryl Ahearn, Citizen, Park Planning District I
- o Dennis Auld, Citizen, Park Planning District II
- o Gina Baum, Alexandria Park and Recreation Commission
- o John Bordner, Citizen, west of Washington St.
- o Eldon Boes, Alexandria Environmental Policy Commission
- o Susan Cohen, Alexandria Commission for the Arts
- o Robert Cvejanovich, Old Town Civic Association (OTCA)
- o Beth Gross, Founders Park Community Association (FPCA)
- o Charlotte Hall, Representative, VisitAlexandria
- Trae Lamond, Representative, Old Town Business and Professional Association (OTBPA)
- o Nate Macek, Alexandria Planning Commission
- Skid Masterson, Citizen, east of Washington St. and south of King St
- o Edward (Ted) Pulliam, Alexandria Archaeology Commission
- o Kathleen Seifert, Alexandria Seaport Foundation
- o Paul Smedberg, Member, Alexandria City Council
- o Stephen Thayer, Citizen, east of Washington St. and north of King St. and Chair
- o Christa Watters, Citizen, east of Washington St. and north of Pendleton St.
- o Roger Yoerges, Alexandria Marina Pleasure Boat Leaseholders representative

Vacant:

- Alexandria Chamber of Commerce, representative
- Citizen, Park Planning District III
- Staff Liaison: Jack Browand and the Department of Recreation, Parks & Cultural Activities acted as the staff liaison to the Waterfront Commission during the 2017/2018 year.

Attachments

- 1. FY 2019 Budget Report Regarding Implementation of the Waterfront Plan
- 2. Waiver to the Special Events Policy at the Interim King Street Park
- 3. Pedestrian access and activation at the intersection of King & Union Streets



Alexandria Waterfront Commission

Department of Recreation, Parks and Cultural Activities
1108 Jefferson Street
Alexandria, Virginia 22314

May 29, 2018

Mayor Allison Silberberg
Vice Mayor Justin M. Wilson
Councilman Willie F. Bailey Sr.
Councilman John Taylor Chapman
Councilman Timothy B. Lovain
Councilwoman Redella S. Pepper
Councilman Paul C. Smedberg

Re: Waiver to the Special Event Policy at the Interim King Street Park at the Waterfront

At its May 15, 2018 Waterfront Commission meeting, the Commission unanimously supported the staff recommendation of a waiver to the Special Event Policy to allow for programs and events on consecutive weekends at the interim King Street Park at the Waterfront in support of the City's King Street Corridor Initiative. It is the Commission's understanding that the interim King Street Park at the Waterfront will open in mid-fall 2018.

As recommended by staff, the Commission would support City Council's approval of this waiver for a period of one year beginning on October 1, 2018 and continuing through September 30, 2019 to allow for staff to fully evaluate the potential impact to residents, visitors and business in the Old Town District. In addition, the Commission requests periodic staff updates during this trial period.

Sincerely,

Stephen Thayer, Chair

Alexandria Waterfront Commission

cc: Waterfront Commission members

Mark B. Jinks, City Manager

Emily A. Baker, Deputy City Manager

Debra Collins, Deputy City Manager

James Spengler, Director, Recreation Parks & Cultural Activities

Gretchen Bulova, Acting Director, Office of Historic Alexandria

Patricia Washington, President & CEO, Visit Alexandria

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

Jack Browand, Division Chief, Staff Liaison to the Waterfront Commission



Alexandria Waterfront Commission

Department of Recreation, Parks and Cultural Activities
1108 Jefferson Street
Alexandria, Virginia 22314

February 27, 2018

Mayor Allison Silberberg
Vice Mayor Justin M. Wilson
Councilman Willie F. Bailey Sr.
Councilman John Taylor Chapman
Councilman Timothy B. Lovain
Councilwoman Redella S. Pepper
Councilman Paul C. Smedberg

Re: Waterfront Commission FY 2019 Budget Report to City Council Regarding Implementation of Waterfront Plan

Background

With the FY 2019 Budget cycle in process, the members of the Waterfront Commission wish to alert the Mayor and City Council that we are concerned that implementation of the public portions of the Waterfront Plan does not seem to be a priority. The Commission has consistently supported implementation of not only the plan's capital improvements, including flood mitigation, but also long-term funding of consistent maintenance and activation of the new and improved waterfront.

In 2015, City Council asked the Commission to explore alternative means of paying for governance and maintenance of the waterfront. In response, a Governance subcommittee of the Commission explored the issue at length, consulting a wide array of groups that provide these functions in other cities or counties. In 2016, the Commission recommended that City Council further explore the creation of a Business Improvement District (BID). City Council set up a group that further studied the issue, but when that process resulted in considerable protest and conflict, the City dropped the idea of creating a BID for the time being.

Currently available timelines indicate that the plan will not reach full implementation until 2027 or later. Given that the City's current budget proposals suggest that competing priorities will likely result in budget reductions leading to reduced maintenance funding and the inability to commit funding for increased maintenance as the plan is implemented, and that implementation appears to be lagging about a year behind anticipated schedules, the Waterfront Commission hereby recommends the following:

Recommendations

- Continue the implementation of the public portions of the approved Waterfront Plan
 without delay. We recognize the City faces many other financial pressures. However, we
 do not wish to see the best parts of the Waterfront Plan become another one of the grand
 plans the City makes and then shelves for lack of funding and will. We support
 completing the project sooner rather than later.
- 2. We ask that City Council find alternative means to finance the improved waterfront envisioned in the adopted 2015 Waterfront Plan, including the Olin designs for the public portions. Along with implementation of the flood mitigation plan, completion of continuous waterfront access and improvements to the public parks along the core waterfront were among the priorities expressed by the public for plan implementation.
- 3. Explore alternative means to reinvigorate funding plans, such as public /private partnerships, bonding, BID, or finding ways to use revenue from the waterfront's new private developments directly to sustain those public improvements.
- 4. Money is not the only consideration in timely completion of big projects such as the Waterfront. Because the Robinson Terminal North site is on hold for now, we recognize that completion of continuous waterfront access along that site is not likely for some time. With staffing below optimum levels in many city departments, including Transportation and Environmental Services and Parks, Recreation, and Cultural Activities, the speed of design, contracting, purchasing, and implementation are affected.
- 5. The Commission believes that the driving force in the timeline is a mix of funding with construction planning and logistics. Both are relevant. More money and more personnel would enable greater speed, and perhaps some savings, as dollars, materials, and labor are presumably cheaper now than they will be in the future, and doing larger chunks of the work at the same time may enable savings of substantial millions of dollars. Measured against this is the inconvenience to the citizenry of having larger areas of the waterfront under construction at the same time, along with conflicts for resources with other projects. We need to balance disruption against our desire for speedy completion in considering how we phase the project. We ask you to consider the possibility of pushing to complete implementation by 2024.
- 6. We ask City Council to reaffirm that the City has a commitment to maintain funding for capital expenditures *and* maintenance to ensure the future and continued success of the implementation of the Waterfront Plan. Private development partners have a role in providing some of that funding, which is dependent on the speed of that private development. Ultimately, given that funding is the dominant factor in how fast the project is completed, City Council should bring to this issue the political will to complete it and

make good on the parts of the plan that most benefit the public. In order to be supportive of the City's master plan and development strategies, the public needs to see the benefits that accrue from implementation.

Within about 18 months, much of the core waterfront will have a continuous waterfront walk complete from Jones Point to Oronoco Bay, excepting the RTN site. This will go a long way toward reassuring the public of the City's good intentions. So would completing a plan for the interpretation of maritime history that is due for that core section and starting to implement it. Implementing big planning projects in chunks may make sense from a planning viewpoint, but it makes it hard for the public to see progress.

We believe that what we are suggesting makes sense not only from the point of view of an improved and more economically viable waterfront, but also for better public acceptance and support of future development planning.

Sincerely,

Stephen Thayer, Chair

Alexandria Waterfront Commission

cc: Waterfront Commission members

Mark Jinks, City Manager

Emily Baker, Deputy City Manager

Debra Collins, Deputy City Manager

James Spengler, Director, Department of Recreation, Parks and Cultural Activities

Jack Browand, Division Chief, Staff Liaison to the Waterfront Commission

Mitchell Bernstein, Director, Department of Project Implementation

Anthony Gammon, Deputy Director, Department of Project Implementation



Alexandria Waterfront Commission

Department of Recreation, Parks and Cultural Activities 1108 Jefferson Street Alexandria, Virginia 22314

May 29, 2018

Mark B. Jinks, City Manager City Hall 301 King Street, Suite 3500 Alexandria VA 22314

Re: Pedestrian access and activation at the intersection of King & Union Streets

Dear Mr. Jinks:

This letter summarizes the position of the Alexandria Waterfront Commission regarding pedestrian access and activation at the intersection of King and Union Streets in Old Town Alexandria. In the near term, the Commission recommends that the City begin immediate study to enhance pedestrian access at this intersection. In the longer-term, we encourage activation of Waterfront streets and public spaces (including the unit and 100 blocks of King Street), and empanelment of an organization to facilitate such activation.

In less than one year, Alexandria will celebrate the opening of the new King Street Park at the Waterfront. This park promises to be a significant attraction at the foot of King Street and will be the first major public realm improvement included in the City's 2012 Waterfront Small Area Plan to reach completion.

The present configuration of pedestrian crosswalks at the corner of King and Union Streets, however, does not facilitate the significant volume of existing pedestrian traffic at this intersection, much less additional foot traffic likely to be generated by the new park. Previous studies have examined options to improve this intersection, including the Union Street Corridor Study in 2012-13 and the Lower King Street Multimodal Feasibility Study in 2014-15. Both studies offered short- and long-term options for creating a more pedestrian-friendly environment along the unit and 100 blocks of King Street.

The Union Street Corridor Study found that pedestrian traffic outnumbers automobiles nearly every hour of the day by a ratio of 2-to-1. It included a short-term recommendation to improve crosswalks at the intersection of King Street and Union Street to include high visibility crosswalk markings, granite edges, and other high quality and historically sensitive design features. To date, this recommendation has not been implemented.

The Waterfront Commission recommends that City Staff revisit options for enhancing pedestrian access at this intersection, for implementation prior to the opening of the King Street Park. Given plans for future capital improvements to the Waterfront, substantial design features such as granite curbs should not be implemented at this time, but cost-effective options, such as enlarged crosswalks

and improved markings, should be fully explored and implemented. These improvements may be accomplished with funds budgeted for Complete Streets and Vision Zero improvements.

In the longer-term, we encourage City staff to be mindful of opportunities to activate lower King Street with pedestrian activity. There are many wonderful ways to extend pedestrian connections from the park to the unit and 100 blocks of King Street in a safe, playful, and cost-effective fashion. We are concerned that the City feels such activation must await complete reconstruction of streets and sidewalks, when none is required to accomplish the activation we are seeking.

Further, the Waterfront Commission remains concerned that there is no City agency specifically tasked with activation of public streets and plazas in the vicinity of the Waterfront. Activation of public streetscapes does not directly align with the mission of any City department, including Transportation and Environmental Services (T&ES); Recreation, Parks and Cultural Activities (RPCA); General Services; Office of Historic Alexandria; or others. This is one area in which establishment of Business Improvement District (BID) could have provided clarity and leadership. While the City ultimately chose not to act on Waterfront Commission and community recommendations for further exploration of a BID last year, we are hopeful that other partnerships or organizations will be explored to assist with activation of Waterfront public spaces soon. This is a key requirement for successful fulfilment of the Waterfront Plan as endorsed by City Council.

The Waterfront Commission invites participation by leadership and key staff from relevant City departments, including T&ES, RPCA, General Services; OHA; and others to address these recommendations in advance of the opening of the new King Street Park later this year. We are available to participate in discussions at upcoming meetings. Our Commission's leadership is also available to meet with the City staff's Waterfront Interdepartmental Work Group. We would appreciate regular updates from staff at our monthly meetings on progress towards accomplishment of these recommendations.

Thank you for your consideration of the Waterfront Commission's position on this topic.

Sincerely,

Stephen Thayer, Chair

Alexandria Waterfront Commission

cc: Honorable Mayor and members of City Council

Waterfront Commission members

Emily Baker, Deputy City Manager

Debra Collins, Deputy City Manager

Laura Triggs, Deputy City Manager

Jack Browand, Staff Liaison, Waterfront Commission

CITY OF ALEXANDRIA BOARDS AND COMMISSIONS MEETING ATTENDANCE REPORT

JULY 1, 2017 THROUGH JUNE 30, 2018

COMMISSION: Waterfront Commission CHAIRPERSON: Stephen Thayer

2017 20

2017					2018								
MEMBER'S NAME	Jul	· Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	
Ablard, Charles Historic Alexandria Foundation		4 (2) (2) (3) (4) (4) (4) (4) (4) (4) (4) (4) (4) (4	х	Х	X	X	х	Х	х	Х	х	Х	
Ahearn, Cheryl Planning District I			X	X	х	х	Х	Х	х	Х	X	Х	
Auld, Dennis Park Planning District Il			x	Х	х	X	Х	Х	E	E	X	Х	
Baum, Gina Park and Recreation Commission			х	х	U	X	U	X	Е	X	X	X	
Bennis, Jerry Pleasure Boat License Holder		1000 1000 1000 1000	X	Х	U	V							
Bergman, Howard Founders Park Community Association			X	Х	Х	X	X	X	х	х	X	Х	
Boes, Eldon Alexandria Environmental Policy Commission			х	х	X	х	х	X	Х	Х	х	X	
Bordner, John Citizen from Any Group or Area in the City Other Than Listed			х	Х	X	X	E	Х	Х	E	E	Х	
Cohen, Susan Alexandria Commission for the Arts			X	X	Х	Х	X	X	X	X	X	E	
Cole, Frank Park Planning District III			U	U	х	X	U	X	х	X	X	х	
Robert Cvejanovich Old Town Civic Association (OTCA)						X	х	Х	х	х	х	х	
Hall, Charlotte Chamber of Commerce/Visit Alexandria			Е	Х	Ŭ	Х	х	х	X	Е	х	Х	
Lamond, Trae Representative, Old Town Business and Professional Association (OTBPA)			х	X	X	х	х	Х	X _.	X	X	X	

LEGEND: X - FOR PRESENT E - FOR EXCUSED U - FOR UNEXCUSED V - VACATED R - RESIGNED

MEMBER'S NAME	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Macek, Nate Planning Commission			х	х	х	Х	Е	Е	х	х	х	х
Masterson, Skid East of Washington St. & South of King St.			х	Х	X	Х	Е	Х	Х	Х	х	х
Mutty, Stephen Alexandria Seaport Foundation			x	х	х	х	х	х	х	Е	R	
Pullium, Edward "Ted" Archaeological Commission			X	U	Х	х	х	X	E	Х	х	х
Seifert, Kathy Alexandria Seaport foundation						E S					10 is	X
Smedberg, Paul City Council			X	х	Х	X.	x	X	х	Х	х	Е
Thayer, Steven Citizen East of Washington St. North of King St.			х	х	Х	х	Х	х	х	х	х	X
Van Fleet, Townsend Old Town Civic Association			х	x	X	V						
Watters, Christa Citizen East of Washington St. & North of Pendleton St.			х	х	Ŭ	X	х	х	Е	х	х	х
Yoerges, Roger Marina Pleasure Boat Leaseholders representative								Е	х	Х	х	Е

INDICATE: X - FOR PRESENT E - FOR EXCUSED U - FOR UNEXCUSED V - VACATED R - RESIGNED LIST OF THOSE WHO DID NOT ATTEND 75% OF MEETINGS.

(FORM MUST BE SIGNED BY CHAIRPERSON)

APPROVED (Chairperson)