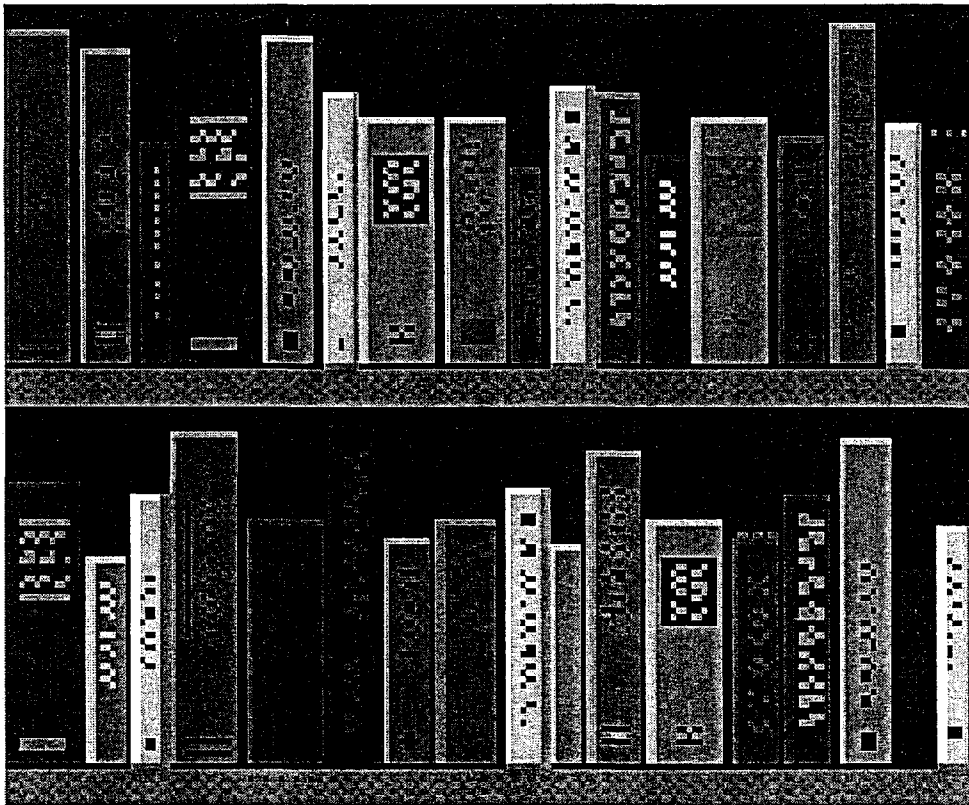


ALEXANDRIA LAW LIBRARY

Annual Report *July 1, 2009 - June 30, 2010*



Prepared by Christine Hall, Director

Annual Report FY2010

Library Operations

The Alexandria Law Library made improvements to its four-person electronic research workstation this year, dropping Westlaw access down to two terminals, adding limited access to LexisNexis on one, and setting the fourth (Internet terminal) to the City's website, allowing patrons searchable access to the City Charter and Code

The newest offerings provide patrons with two choices of citators--Westlaw's KeyCite and LexisNexis' Shepards--as well as the ability to email or FAX Virginia cases to their offices.

Finances

Filing fee revenues continued to decline in FY10, the cost of books rose approximately 18% (varies by publisher) and our income from the City remained the same.

Personnel

Our three Council-appointed board members are Dianna Campagna, Andrew M. Dubinsky and BNA librarian Marilyn Bromley. Each attended more than 75% of the meetings. The officers were Michael L. Zupan, President; Priscilla G. Bornmann, Secretary; and Andrew F. Carroll, III, Treasurer (all appointed by Chief Judge Donald M. Haddock).

Users

The library installed a directional wireless counter on July 1, 2009 in order to count the foot traffic in and out of the library. This enabled us to determine that 11,136 people passed through our doors during the fiscal year. Of those, the librarian personally provided reference assistance to 1,141 lawyers and 2,777 members of the public.

In addition to those who visited the library in person, the library assisted 1,012 users by telephone, 96 via email and countless others via our website.

The Future

We are continually streamlining our operations and looking for ways to save money without sacrificing the collection.

**ALEXANDRIA LAW LIBRARY
REFERENCE ASSISTANCE STATISTICS
July 2009 to June 2010**

General Public Personally Assisted	General Public Phone Calls	General Public Emails	Lawyers Personally Assisted	Lawyers Phone Calls	Lawyers Emails	Patrons Assisted	Patrons
TOTAL							
2,777	751	41	1,141	261	55	5,026	11,136
AVERAGE PER WEEK							
53	14	.79	22	5	1	96	214
MEDIAN PER WEEK							
52	14	1	21	4	1	102	225

**July 2009 to June 2010
SIGN IN SHEETS
For
ALEXANDRIA LAW LIBRARY**

July '09	336
August '09	264
September '09	324
October '09	300
November '09	228
December '09	252
January '10	252
February '10	160
March '10	488
April '10	360
May '10	312
June '10	424
TOTAL:	3700

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

JULY 1, 2009 THROUGH JUNE 30, 2010

COMMISSION: Alexandria Law Library

CHAIRPERSON: Michael L. Zupan

MEMBER'S NAME	2009						2010					
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Dianna Campagna		X		U		X	X				X	X
Marilyn Bromley		X		X		X	X				X	X
Andrew M. Dubinsky		U		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:


 _____, President Board of Directors
 (FORM MUST BE SIGNED BY CHAIRPERSON)

_____, Dir. **APPROVED:** (Chairperson)

04/20/11
Cash Basis

Alexandria Law Library
Statement of Income and Expenses
July 2009 through June 2010

	<u>Jul '09 - Jun 10</u>
Income	
305.10 · Bar Association	18,740.00
305.20 · City Council Action	109,843.27
305.30 · FAX Services	11.00
305.40 · Gifts/Grants	1,808.90
305.50 · Photocopy Fees	9,215.13
305.60 · Printing	1,646.52
305.70 · Rental Income	600.00
305.80 · Law Library Fees	46,786.00
350 · Interest	1,050.39
395 · Other Income	18.00
Total Income	<u>189,719.21</u>
Gross Profit	189,719.21
Expense	
509 · Support Services / Non-1099	96,142.44
510 · Operating Supplies	161.80
512 · Postage/Courier	23.14
515 · Gross Wages	9,097.95
529 · Telephone/Cable/Internet	2,842.61
531 · Leased Equipment	697.86
535 · Insurance	2,349.00
538 · Meals and Entertainment	278.13
539 · Travel, Seminars and Education	294.70
542 · FICA Tax	535.64
545 · Other Taxes	410.71
551 · Bank Charges and Merchant Fees	8.00
564 · Legal and Accounting / Non-1099	1,250.00
566 · Office Expenses	2,160.10
575 · Depreciation	800.00
580 · Dues and Subscriptions	54,340.09
595 · Miscellaneous	1,119.70
Total Expense	<u>172,511.87</u>
Net Income	<u><u>17,207.34</u></u>

04/20/11
Cash Basis

Alexandria Law Library
Statement of Assets, Liabilities and Equity
As of June 30, 2010

	<u>Jun 30, 10</u>
ASSETS	
Current Assets	
Checking/Savings	
101 · Petty Cash	328.18
102 · Checking	30,347.53
103 · Bryan Trust	7,171.60
Total Checking/Savings	<u>37,847.31</u>
Total Current Assets	37,847.31
Fixed Assets	
146 · Office Equipment	9,436.90
147 · Newly Acquired FF&E	2,500.00
149 · Accumulated Depreciation	<u>-8,510.00</u>
Total Fixed Assets	3,426.90
Other Assets	
180 · Investment - Short Term	33,536.95
Total Other Assets	<u>33,536.95</u>
TOTAL ASSETS	<u>74,811.16</u>
LIABILITIES & EQUITY	
Equity	
286 · Beginning Net Assets	55,211.45
286.01 · Unrealized Gain/Loss on Inv	2,392.37
Net Income	<u>17,207.34</u>
Total Equity	<u>74,811.16</u>
TOTAL LIABILITIES & EQUITY	<u>74,811.16</u>

September 20, 2011

From: The Alexandria Library Board
To: Alexandria City Council

Subject: Annual Report, Fiscal Year 2011

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 the Director of the Library. The Board also sits as the Board of the Duncan Foundation and the Alexandria Library Foundation that monitors the investment portfolios and approves grants from these funds.

The Director's Annual Report to the Library Board, which provides specific information about Library facilities, operations and services within the system, will be provided separately.

Board Membership

The Library Board consists of seven members: 3 appointed by City Council, 3 appointed by the Alexandria Library Company, and 1 City Council Representative. Since Alexandria Library Company appointees have no city applied term limits, these individuals provide a valuable institutional memory as the board experiences turnover. With regard to recruitment, all Board members are constantly on the lookout for potential new members when they represent the Library at various city functions and events. At the Library Director's twice yearly presentation during Citizen's Academy, many participants express interest in serving on the Library Board.

Meetings

The Board met 6 times in fiscal 2011: September 20, 2010; October 18, and December 20, 2010; February 24, April 28 and June 20, 2011. All Board members exceeded the 75 percent attendance requirement set by the City, and there were no unexcused absences.

Oversight

Director Rose Dawson continues to keep the Board aware of major developments in operations, services, usage, facility conditions, personnel matters and all other significant developments in the Library system. Her input during Board meetings keeps members apprised of developing issues.

The Board was impressed with Director Rose Dawson's leadership during these difficult economic times and equally pleased with the performance of Deputy Director Linden Renner. Congratulations were also extended to Director Dawson for her honor of receiving the Distinguished Service to the Library Profession Award at the National Conference of African American Librarians of the Black Caucus of the American Library Association in August 2010.

The Library continues to experience lower patron count and circulation. However, this was expected due to reduced hours. Circulation numbers from the end of June 2010 to June 2011 indicate an 10.81% decrease and a patron count decrease of 6.47%.

Budget

Budgetary issues continued to impact the Library this fiscal year. The Library's non-personnel budget decreased by 4.7%. The system continues to operate with reduced hours and reduced staffing throughout the system. The Library has engaged Unique Management Services, a collection agency, in an attempt to obtain uncollected fines and fees.

The City Manager's objective is to have the budget tie into the City's newly revised strategic plan in which the Library has one initiative, a needs assessment, in Goal 7. The Library has requested funding twice in the last two years to conduct a needs assessment but has not received funding.

In May, the Library was informed by the State Library Board that we would not receive funds in FY12 because of the significant reductions in our budget by City Council in FY10. As a result of the diligent work of Library Administration, city representatives and others, these state funds were restored.

Green Roof for the Burke Branch

Based on discussions with General Services concerning the delay in obtaining a contractor for the Green Roof, the project will be delayed until August 2012.

Notable Request

Due to a request from City Council, the Library Board was asked to consider the possibility of increasing the number of seats on the Board. The Board, after extensive consideration, felt the number of seats is adequate. The Board also pointed out that the number of seats are controlled by a contract between the City Council and the Alexandria Library Company, not the Library Board.

Kudos

Renee DiPilato was appointed Beatley Central Library Manager.

Ashley Jefferson was appointed Burke Branch Manager.

The Board wishes to recognize the following staff for their 2011 Outstanding Employee Performance Awards: Patricia Amaya, Jean Gregorio and David Thorne. We congratulate them for their accomplishments.

Respectfully Submitted,

Brooksie Koopman, Chair (City Council Appointee)

Oscar P. Fitzgerald, Vice Chair (Library Company Appointee)

Anne Paul, Treasurer (Library Company Appointee)

Gwen Day-Fuller, Secretary (City Council Appointee)

Richard R .G. Hobson (Library Company Appointee)

Frank Fannon IV (City Council Representative)

Thom Downing (City Council Appointee)

419 E. Windsor Avenue
Alexandria, VA 22301
July 1, 2011

Rose Williams Boyd
Executive Secretary for
Boards and Commissions
Alexandria City Hall Rm 3500
301 King Street
Alexandria, VA 22314

Dear Ms. Boyd:

Please find enclosed the Annual Report and the Attendance Report for Alexandria's Local Emergency Planning Committee (LEPC). The reports cover the fiscal year period from July 1, 2010 through June 30, 2011.

If you have any questions concerning the reports, you may contact me via phone at my office, 202.646.3358; home, 703.548.5784; or via email, Karen.helbrecht@dhs.gov.

Yours truly,



Karen Helbrecht
LEPC Chair

CITY OF ALEXANDRIA, VIRGINIA
LOCAL EMERGENCY PLANNING COMMITTEE
ANNUAL REPORT JULY 2010 thru JUNE 2011

CITY MANAGER'S OFFICE
ALEXANDRIA, VA

2011 JUN -9 P 3:44

Summary of Activities

1. The LEPC held quarterly meetings at the Alexandria Sanitation Authority, Covanta Energy, Haz Mat Fire Station 209, and GenOn Potomac River Generating Station.
2. The LEPC received Tier Two Forms for calendar year 2010, and updated the list of facilities with Extremely Hazardous Substances.
3. The LEPC membership changed with one new member representing media and one new member representing a citizen group.
4. The LEPC website was updated with current information.
5. The City's Environmental Industrial Unit was coordinated with the LEPC by Assistant Fire Marshal Russell Furr's attendance at LEPC meetings and LEPC staff attending meetings of the Environmental Industrial Unit.
6. In addition to formal members of the LEPC, representatives from the following attended meetings: Norfolk Southern Railroad; RSI Logistics; Alexandria Sanitation Authority; Virginia American Water Company; American Red Cross; U. S Patent & Trademark Office; Inova Alexandria Hospital; Alexandria Health Department; Pepco; Virginia Department of Emergency Management; U. S. EPA and citizens.

Specific Goals for the Coming Year

1. Conduct four quarterly business meetings.
2. Receive Tier Two Forms.
3. Consider attending appropriate training and conferences.
4. Maintain LEPC web page on City's website.
5. Coordinate with City's Environmental Industrial Unit.
6. Review Hazardous Materials Plan
7. Prepare attendance report and annual report.
- 8.

Recruitment and Leadership Plans

1. Recruit one new representative from the print and broadcast media.
2. Sustain current membership along with the chair and vice-chair positions.

Cycle for Ensuring Turnover in Leadership

1. Maintain current leadership
2. Federal legislation does not mandate term limits.

**Alexandria Marketing Fund
Marketing Coordinating Council
FY 2010 Report**

CITY MANAGER'S OFFICE
ALEXANDRIA, VA

2011 JUN -8 P 6:44

Background

The Alexandria Marketing Fund is a program administered by the Alexandria Marketing Committee. The Fund is designed to increase revenues within the City by fostering public/private partnerships that promote Alexandria as a destination for visiting, shopping, dining and doing business. City Council appropriates funding on an annual basis and the Alexandria Marketing Committee reviews and approves applications for funding. The Marketing Coordinating Council provides advisory support to the Marketing Committee by providing information and education to prospective grantees, providing preliminary application reviews, and providing direct pre-and post-application technical assistance to applicants and grantees.

Goals of the Alexandria Marketing Fund include:

- Fostering marketing projects that enhance the long-range marketing priorities of the City.
- Coordinating marketing plans among City, civic, and business organizations in Alexandria.
- Increasing awareness, while expanding the quality of Alexandria's diverse retail, dining, hospitality, cultural attractions and other businesses.
- Promoting Alexandria to specific target audiences including residents and visitors.
- Generating additional business sales and tax revenues in the City.

Marketing Coordinating Council

The Marketing Coordinating Council serves as a non-voting, advisory body to the Alexandria Marketing Committee. The Coordinating Council, currently composed of representatives from the Alexandria Economic Development Partnership, the Alexandria Arts Commission, the Alexandria Convention and Visitors Bureau, the Office of Historic Alexandria, and the City Manager's Office, provides preliminary review of Alexandria Marketing Fund applications. Coordinating Council Members also provide preliminary application feedback to the applicants. The chairmanship is rotated among the Council membership, with a new chair selected for each round of funding.

In FY 2010, the Coordinating Council conducted reviews and provided feedback to eight applicants. The Coordinating Council is also assisting the Alexandria Marketing Fund in the development of new Marketing Fund guidelines, which should be introduced in 2011.

Statement of Goals

During FY 2010, in collaboration with the Marketing Fund Committee, the Marketing Coordinating Council further refined its role as an advisory group to the Marketing Fund Committee and technical assistance provider to potential grantees. This means that the Coordinating Council's role is to provide feedback and information to the Marketing Fund Committee only. The Coordinating Council will not make decisions or recommendations for or against funding an applicant, which is the sole duty of the Marketing Fund Committee.

The two groups have continued to develop expanded objectives to achieve the overall goal of the Committee: to increase revenues within the City by fostering public/private partnerships that promote Alexandria as a destination for visiting, shopping, dining and doing business. These expanded objectives include the following:

That the Alexandria Marketing Fund

- Serve as an incubator/support for new and replicable marketing ideas and projects,
- Support new technologies and marketing techniques, and
- Encourage participative collaboration among Alexandria organizations to achieve mutual marketing goals.

In FY 2010, The Marketing Fund Committee and the Marketing Coordinating Council continued their efforts to establish policies and procedures to 1) fulfill these expanded objectives; 2) enhance grantee and Committee accountability; and 3) provide the Committee with a means to measure the overall success of the grant program and its impact on grantees and the City.

Toward this end, during the last year, the Committee and Coordinating Council

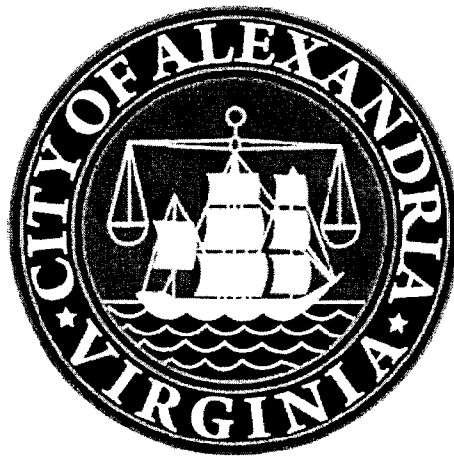
- Formalized Marketing Fund application review and review meeting procedures;
- Embarked on making revisions to the Fund guidelines to attract new applicants; encourage new, innovative projects; and fulfill the expanded objectives identified by the Committee in FY 2009.

The Committee appointed key members to develop revisions to the Marketing Fund guidelines, Web site, application form and budget reporting forms and guidelines. The subcommittee will develop the revisions to bring before the entire Committee for approval in August 2010. The proposed revised guidelines will be presented to City Council in 2011.

City of Alexandria
Park & Recreation Commission
Annual Report

FY 2011

(July 1, 2010 - June 30, 2011)



Introduction

The Alexandria Park and Recreation Commission is an eleven-member advisory board created by City Council in March 1970 to advise City Council on policy matters related to parks and recreation, as well as to broadly address issues related to park and recreation needs. City Council appoints nine residents to the Commission from three Planning Districts and two high school age members to represent the youth of the City.

The Alexandria Park and Recreation Commission in its operations allows City residents to participate in planning activities, and serves as a panel to hear citizen suggestions or concerns relating to recreation and park programs, advise City Council on community recreation needs, and assist the Department of Recreation, Parks and Cultural Activities in its continuing effort to be aware of and sensitive to public needs, and to meet the changing needs of its diverse residents.

The Commission meets on the third Thursday of each month from September to July, except December, at recreation centers throughout the City. The Commission sponsors an annual CIVIC Awards program that recognize outstanding City residents, organizations, and youth. Awards are presented at an annual ceremony in July as part of the City's annual Birthday Celebration.

Members of the Park and Recreation Commission for Fiscal Year 2011

Planning District I	-	Judy Guse-Noritake, Chair
Planning District I	-	Gina Baum (appointed April 2011)
Planning District I	-	Henry Brooks (term expired April 2011)
Planning District I	-	William Cromley
Planning District II	-	Ripley Forbes
Planning District II	-	Robert Moir
Planning District II	-	Stephen Clark Mercer
Planning District III	-	Richard Brune
Planning District III	-	David Dexter (term expired March 2011)
Planning District III	-	Jeff Murphy
Planning District III	-	John Sullivan (appointed March 2011)
Youth Representative	-	Mollie Timmons (appointed February 2011)
Youth Representative	-	Anthony Zamora (graduates June 2011)

City Staff

James Spengler, Director – Department of Recreation, Parks and Cultural Activities
William Chesley, Deputy Director, RPCA
Roger Blakeley, Deputy Director, RPCA
Jack Browand, Division Chief, RPCA
Ron Kagawa, Division Chief, RPCA
Robin DeShields, Executive Secretary, RPCA

Park and Recreation Commission Accomplishments for FY 2011

- The Commission received specific project updates, provided input, and continued to support the following projects: Citywide Playground and Outdoor Court Renovations; Synthetic Field Renovation Projects; Waterfront Planning Process; Jones Point Park Reconstruction; and the installation of sport lighting at Hammond Middle School; monitoring and advising on the proposed open space in the Potomac Yard Development; and the relocation and installation of replacement athletic fields at Simpson Park.
- The Commission continued to initiate dialogue with the Alexandria City Public School System to discuss and ensure recreation and park needs are met with the proposed conversion of the Francis C. Hammond athletic field to synthetic turf, and the planned renovation of the Patrick Henry Elementary School and Recreation Center and proposed redevelopment of the Jefferson-Houston Elementary School including Buchanan Park, Durant Center and Old Town Pool, and the expansion of Cora Kelly Elementary.
- The Commission initiated regular updates from Planning and Zoning, and continued to provide recommendations regarding the proposed Waterfront Plan. Members urged staff to consider both active and passive recreations areas, and stressed the fundamental goal of achieving continuous public waterfront access.
- The Commission continued to be active in its monitoring and recommended actions associated the BRAC development and proposed Beauregard Corridor planning. Members stressed the need for public open space including athletic fields, a dog park and improved school site amenities at William Ramsay Elementary School and Recreation Center.
- The Commission solicited and received nominations for the Annual Park and Recreation Commission CIVIC Awards, which were presented at the City's Annual USA/Alexandria Birthday Celebration held in July 2011. The CIVIC Awards recognize volunteer efforts of Alexandrians who provide a valuable service in meeting recreation, park, or cultural needs.

Public Land Initiatives

- October 21, 2010 – Following the September 23, 2010 Public Hearing, the Commission received updates and discussed the status of the concept plan for the new City park at the James Bland Development. Several comments were raised and recorded regarding the proposed playground area, and active vs. passive space within the park. The Commission recognized the need for a play area, and recommended placement further from residences. The Commission further recommended coordination with the Commission for Arts prior to final design to incorporate public art features in the park.
- November 12, 2010 – The Commission urged the City Manager to recommend to City Council to re-establish the Open Space Advisory Committee armed with the mission to address current challenges and opportunities before the force of accelerated development returns following the recession.

- February 25, 2011 – The Commission supported the recommendation of the Fort Ward Park and Museum Stakeholders Advisory Committee to provide additional funding in the City’s FY 2012 budget so that further archeological work can proceed at Fort Ward Park.
- June 10, 2011 – The Commission reiterated its support to Council of the proposed Waterfront Plan, specifically the most fundamental goal to establish a continuous open and public riverfront the length of the City, including the relocation of the parking lot at the foot of King Street from the revers edge.

Formal Commission Recommendations (attached)

- July 14, 2010 – Proposed Amendment of the District of Columbia Watercraft Speed Limit at the Alexandria Waterfront
- October 22, 2010 – The Park at Montgomery & N. Alfred Streets
- November 12, 2010 – Open Space Plan
- December 3, 2010 – Funding for a Miracle Field
- March 1, 2011 – Reappointment, Park and Recreation Commission Representative, District III
- February 25, 2011 – Funding for Further Fort ward Archaeological Study
- June 10, 2011 – The Waterfront Plan

Park and Recreation Commission Public Hearings

The Commission held topic-specific public hearings, and after each of these hearings, residents were provided the opportunity to comment on any park and recreation issues. The Commission encouraged increased community participation by holding public hearings and regular monthly meetings at various recreation center locations throughout the City. The following public hearings were held:

- September 23, 2010 - Concept Plan for Proposed Park at the New James Bland Development
The purpose was to provide a public forum for Eakin Youngentob & Associates to 1) gather community input about potential park elements that would support the community’s use of the site; and 2) discuss the concept plan for the site.
- February 17, 2011 - Proposed Site Plan on the Four Mile Run Park Expansion
The purpose of the public hearing is to obtain public comment on the proposed site plan on the Four Mile Run Park Expansion.

Liaison Groups

Commission members serve as liaisons to multiple City commissions, committees and subcommittees in promoting park and recreation pursuits as well as community needs.

- Ft. Ward Ad Hoc Advisory Commission - Bob Moir, Ripley Forbes, Rich Brune
- Youth Policy Commission – Stephen Clark Mercer

- Waterfront Committee - William Cromley
- Youth Sports Committee - Jeffrey Murphy
- 4-Mile Run - Ripley Forbes
- Charles Houston Memorial Project – William Cromley
- Freedman’s Cemetery - Bob Moir
- Beauregard Corridor Plan - David Dexter
- ACPS & Capital Improvements - Henry Brooks
- Jones Point Park Community Liaison Group – Judy Noritake

Park and Recreation Commission Future Goals

The Commission will continue to work with Alexandria residents and staff to evaluate existing recreation programs and will continue to make recommendations to enhance and expand programs that will serve the diverse needs of residents. The Commission will hold public hearings on future Department projects and work with staff to ensure budget proposals reflect future CIP renovations and operational needs of the Department. The Commission will continue to work on issues pertaining to parkland and facility needs in support of City Council’s Strategic Master Plan, City Open Space Master Plan, Capital Facilities Maintenance Program, and with the evolving Waterfront Master Plan. In addition, the Commission will seek increased cooperation and coordination with the Alexandria City Public School System in developing mutual benefiting redevelopment opportunities.

Attachments: Formal Commission Recommendations



DEPARTMENT OF RECREATION, PARKS
AND CULTURAL ACTIVITIES

1108 Jefferson Street
Alexandria, Virginia 22314-3999

Phone (703) 838-4343

Fax (703) 838-6344

Park and Recreation Commission

July 14, 2010

Mr. James Hartmann
City Manager
City of Alexandria

Re: Support for Proposed Amendment of the District of Columbia Watercraft Speed Limit at the Alexandria Waterfront


Dear Mr. Hartmann:

The Alexandria Park and Recreation Commission wishes to inform you of our support of a proposed change to the District of Columbia Municipal Regulation, Title 19, Chapter 10 which governs the speed of vessels along the waterfront of Alexandria. It is our understanding that the current regulation is targeted at maintaining a no-wake zone and it accomplishes that goal by limiting the speed of watercraft, which is effective. It is important that this no-wake zone is kept in force as our waterfront currently has an active mix of commercial, motorized and non-motorized small watercraft, as well as an active adult and high school rowing program. For the safety of everyone concerned, and most particularly the rowers in narrow crew shells, we cannot tolerate boat wakes in the vicinity of our waterfront.

That being said, the existing regulation addresses the issue of boat wakes by limiting the speed of any watercraft to 10 knots. While effective, it does not address the innovation in marine technology that is producing a new era of commercial watercraft that can move through the water at much higher speeds without producing a wake. The Park and Recreation Commission, therefore, supports amending the governing regulations to put in place a no-wake performance criteria for this zone so that it is not speed that is regulated but rather the creation of a wake. If such a performance criteria can be crafted then we feel consideration should be given to amending the regulation.

Our Commission urges you, along with the Mayor and City Council, to explore this change with the District of Columbia in order to allow a broader range of appropriate water taxi and commercial boat services to operate from our waterfront, while still assuring the safety of other boaters and rowers which frequent our part of the Potomac River.

With kind regard,


Judy R. Guse-Noritake, Chair
Park and Recreation Commission

Cc: James Spengler, RCPA Director
Park and Recreation Commissioners
Nate Macek, Chair, Waterfront Committee

ci.alexandria.va.us



DEPARTMENT OF RECREATION, PARKS
AND CULTURAL ACTIVITIES

James B. Spengler
Director

1108 Jefferson Street
Alexandria, Virginia 22314-3999

Phone (703) 746-4343
Fax (703) 838-6344

Park and Recreation Commission

October 22, 2010

Faroll Hamer, Director
Department of Planning & Zoning
Alexandria, Virginia 22314

Re: The Park at Montgomery & N. Alfred Streets

Dear Director Hamer:

The Park and Recreation Commission had a presentation at our September meeting on the park in the James Bland development to be located at the corner of Montgomery and N. Alfred Streets. We understand that under the conditions of the DSUP our Commission was to review and approve the design for the park.

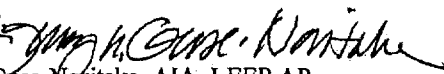
The Commission further discussed the park design at our meeting last night. In general the Commissioners felt that the geometry of the plan had a simple and sophisticated feeling. They wished to underscore that this design should be executed in rich and long-lasting materials such as granite curbs and high quality metal site furnishings that will stand the test of time and use.

That being said, in the month between the original presentation we received a small number of community letters which all express the same concerns most specifically about the placement, configuration and fit-up of the playground. Our own discussions over the course of two meetings reflected some of the same concerns. It was felt that the rest of the park was quite elegant, designed to be serene, so that making an active play area with musical play equipment a central feature was a bit jarring and intrusive. We understand that the DSUP was quite proscriptive about this play area so that little change is possible at this point. Therefore we would recommend that the design team look at a slight reconfiguration of the park plan in order to allow the play area to be tucked further into a corner of the park, leaving the geometry of the oval area intact and perhaps less boisterous for park users that do not have children with them. In many small parks like this we ask the space to be all things and end up with the active playground uses overpowering any other possible contemplative use.

And a final note, we would suggest that the project team make contact with the Arts Commission prior to finalizing the design to see if they can bring beneficial resources and/or ideas to bear in this park.

With these things noted for the record, we offer our support to this concept design. We think when finished this park will be a very welcome addition to the neighborhood.

Sincerely,


Judy R. Guse-Noritake, AIA, LEED AP
Chair, Park and Recreation Commission

Cc: James Spengler, Director RPCA
Park and Recreation Commissioners

alexandriava.gov





DEPARTMENT OF RECREATION, PARKS
AND CULTURAL ACTIVITIES

James B. Spengler
Director

1108 Jefferson Street
Alexandria, Virginia 22314-3999

Phone (703) 746-4343
Fax (703) 838-6344

Park and Recreation Commission

November 12 2010

Mr. Jim Hartmann
City Manager
Alexandria, Virginia
Re: Open Space

Dear Manager Hartmann:

Early in this decade, in response to increasing development pressures, the Park and Recreation Commission along with the Planning Commission forwarded a proposal to join forces and create a comprehensive Open Space policy for Alexandria. The goal of the effort was to assure that as the City continued to be developed that we also had the foresight to preserve important land in sufficient amount for recreation, environmental quality, and scenic and historic resource protection.

A task force was appointed by the City Manager at that time to engage in this work which included representatives from the Park and Recreation Commission and the Planning Commission, but then also representatives from the Environmental Policy Commission and the Archeological Commission. It was rounded out by a small group of citizens well known for their open space and trail advocacy, most notably Ellen Pickering.

Over the course of several years this group, augmented by City staff from the four corresponding City departments, met early morning once a month to develop policy recommendations, funding alternatives and to assemble a fairly comprehensive list of parcels for protection or acquisition. The City Council allocated funding to hire a professional planning firm to carry out the work of producing the Open Space Plan. The plan was finish and adopted in spring of 2003 and then within weeks City Council established the dedicated Open Space Fund by allocating 1% of real estate tax across the City with the goal of acquiring or protecting 100 acres of open space in the next ten years.

In short order following the plan's adoption the City entered into an agreement with the Northern Virginia Conservation Trust to handle the donations and management of open space easements in the City. The City hired an Open Space Coordinator and then a Bike-Pedestrian Coordinator, both recommendations in the plan. An urban forestry plan was undertaken, also a recommendation of the Open Space Plan.

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In the years since we have preserved just over 65 acres toward the 100 acre goal. While some parcels and pieces have been quite small, like the pocket parks at 1 and 7 Del Ray Avenue and South Early Street, others have been significant enough to change the face of the City. Among these are key waterfront parcels which have served to spark the current waterfront planning effort. The four parcels acquired on Mt. Vernon Avenue at Four Mile Run will form, anchor and accelerate the revitalization of that part of our community.

We have much to be proud of as we look back over the last eight years. When federal and state money for open space was not forthcoming our City became determined to help ourselves. It was not painless but there is a legacy of public land that will outlive us all. But in recent years the effort to continue this work has languished. The Open Space Advisory Committee no longer exists and the dedicated funding source was rescinded as the economy weakened in recent years.

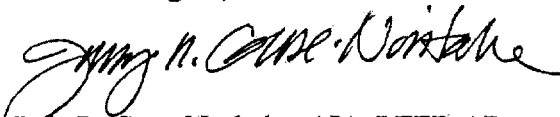
After much discussion, the Park and Recreation Commission feels that it is time once again to urge the City to take up the issue of open space preservation. While economic recovery is coming, it seems to be doing so at a slow pace at least for now. We believe that this will change and the pace will quicken in a few short years here in our community much more so than in the rest of the Nation. This is the time, then, that as a City we should consider re-establishment of an Open Space Advisory Committee armed with a mission to address current challenges and opportunities before the force of accelerated development returns.

Among the issues such a group should address are emerging policy issues including procedures for land purchased with open space funds being used for other purposes and guidelines for the management and use of open space in developments with a spectrum of underlying ownerships. The group should address the issue of development featuring green roofs, and how they can or should contribute to the open space goals and inventory. Another idea to consider is potentially placing some larger parks under perpetual open space easements to guard against future development pressures of parkland currently in public ownership. The group should take a fresh look at addressing open space funding once again and develop a new set of recommendations for consideration. And finally we should update the inventory of lands that might be protected along with establishing a new set of benchmarks for the future.

The configuration of the open space group in the past, with representation from the four commissions and the associated staff, along with a small number of at-large citizens, was a highly successful model. Open space cuts across many of the policy areas in the City and this Open Space Advisory Committee served a critical role in putting open space issues front and center in the work of each department. It is time for that coordination to be sharpened and focused once again.

While the original investment of community and commissioner's personal time, as well as staff time, to develop the Open Space Plan was large the result is there for all to see in the land that has been brought into the public domain or protected in perpetuity while remaining in private ownership. But as long as this City grows, develops and changes the challenge to protect open space at a corresponding pace will continue. The time has come to once again look at developing opportunities, emerging policies and a spectrum of funding strategies. We urge you to re-form the Open Space Advisory Committee and address future funding for open space before we are once again in a development cycle.

With kind regard,



Judy R. Guse-Noritake, AIA, LEED AP
Chair, Park and Recreation Commission

Cc: Mayor William Eulle and Members of City Council
James Spengler, Director, RPCA
Farrol Hamer, Director, Planning & Zoning
Rich Baier, Director, T&ES
Lance Mallamo, Director, Office of Historic Alexandria
John Komoroske, Chair, Planning Commission
Kathleen Pepper, Chair, Archeological Commission
Jennifer Hovis, Chair, Environmental Policy Commission
Park & Recreation Commission



DEPARTMENT OF RECREATION, PARKS
AND CULTURAL ACTIVITIES

1108 Jefferson Street
Alexandria, Virginia 22314-3999

Phone (703) 746-4343
Fax (703) 838-6344

James B. Spengler
Director

Park and Recreation Commission

December 3, 2010

The Honorable William D. Euille
Vice Mayor Kerry J. Donley
Councilman K. Rob Krupicka
Councilman Frank H. Fannon, IV
Councilwoman Redella S. Pepper
Councilman Paul C. Smedberg
Councilwoman Alicia R. Hughes

Re: Funding for a Miracle Field

Dear Mayor and Council Members:

The Park and Recreation recently received a request asking for our support to include funding in the budget currently under consideration to install a Miracle Field here in Alexandria. Our Commission would like to pass along our full support of this request with the understanding that there will be some private cost-sharing.

The request originated with the Youth Sports Advisory Board (YSAB) which is a sub-committee of the Park and Recreation Commission. By design it is a forum where the coaches and boosters of Alexandria's various youth sports can come together to discuss and attempt to solve the challenges Alexandria has in providing adequate opportunities for all the children who want and who may need to participate in sports. They operate under the rubric that sports can save kids' lives. From time to time the YSAB forwards to the full Park and Recreation Commission recommendations dealing with either policy or budget issues which affect youth sports programs. The YSAB and the Park and Recreation Commission are recommending that the City, as a part of its FY 2012 budget deliberations, seek to find funding to help with the installation of a "Miracle Field" at the Nanny J. Lee Recreation Center.

A Miracle Field is a synthetic surfaced baseball diamond designed to allow use by individuals with physical and/or mental challenges. The rubberized surface allows for the use of wheelchairs and walkers to assist these individuals with their sports endeavors. The various sports represented on the YSAB feel that sports besides just baseball could be played on this surface. The location of Nanny J. Lee is logical because that facility houses both the Therapeutic Recreation program as well as the adult day care program. Many of the folks that could use this specialized surface for individual and buddy-sports are served at this location at this location.

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We would note that Manassas Park recently installed a similar play surface for approximately \$300,000. It was an example of a public/private partnership which worked well. The YSAB is proposing the same arrangement here in Alexandria. They have been exploring private fundraising sources and have committed to raising a portion of the required funding. The Park and Recreation Commission suggests that there be a commitment of at least one third of the total cost to be raised from private sources with the City Council allocating up to the remaining two-thirds of the cost. For a relatively small amount of funding, the City would be the first community in the immediate Washington, DC area to have such a field. It would provide immediate benefits to our community members who face special challenges, as well as providing opportunities for the field to be used by other youth for T-ball games and our seniors for activities such as kickball and softball.

The funding for a Miracle Field was forwarded by the RPCA Department in the last budget cycle but faced with fiscal challenges this item as moved into the FY 2020 time frame. It is the hope of the Park and Recreation Commission and the YSAB that committing to raise a portion of the funding privately will move this item into the coming year CIP budget.

In closing, the Park and Recreation Commission supports the YSAB's recommendation that matching funds for a Miracle Field be allocated as a part of the FY 2012 budget. This investment would bear fruit for those, both young and young at heart, who will benefit physically and socially from this special place.

With kind regard,



Judy R. Guse-Noritake, Chair
Park and Recreation Commission

Cc: James Spengler, Director
Jim Gibson, Chair, YSAB
Park and Recreation Commission



DEPARTMENT OF RECREATION, PARKS
AND CULTURAL ACTIVITIES

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Director

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Park and Recreation Commission

March 1, 2011

The Honorable William Euille
Vice Mayor Kerry Donley
Councilman Frank H. Fannon IV
Councilwoman Alicia Hughes
Councilman K. Rob Krupicka
Councilwoman Redella S. "Del" Pepper
Councilman Paul Smedberg

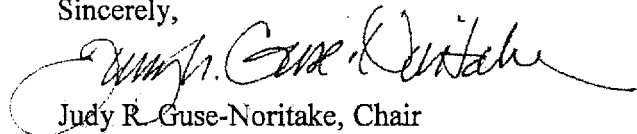
Re: Reappointment, Park and Recreation Commission Representative, District III

Dear Mayor and Council Members:

At the last monthly meeting of the Park and Recreation Commission all members in attendance expressed full support for the reappointment of Richard Brune as Commissioner from District III. Rich has served with the Commission one term, beginning in 2008. He brings to the Commission his perspective both as a longtime resident of the City and as a Commissioner who has worked hard on the broad array of recreational issues which our Commission must address. He has also demonstrated a deep interest in the City's open space and park lands. In addition he currently serves as the Secretary of the Commission.

He is a highly valued member of the Park and Recreation Commission and serves as one of our representatives on the Ft. Ward Stakeholders Task Force. He always volunteers to represent the Commission at community events when necessary. Rich has demonstrated a dedication to the park issues across the City and has served those interests very well during his first term. We ask that you reappoint Mr. Brune to a second term.

Sincerely,



Judy R. Guse-Noritake, Chair
Park and Recreation Commission

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DEPARTMENT OF RECREATION, PARKS
AND CULTURAL ACTIVITIES

James B. Spengler
Director

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Park and Recreation Commission

February 25, 2011

The Honorable William D. Euille
Vice Mayor Kerry J. Donley
Councilman K. Rob Krupicka
Councilman Frank H. Fannon, IV
Councilwoman Redella S. Pepper
Councilman Paul C. Smedberg
Councilwoman Alicia R. Hughes

Re: Funding for Further Fort Ward Archaeological Study

Dear Mayor and Council Members:

At our February meeting the Park and Recreation Commission received the draft of the Ft. Ward Stakeholders Advisory Committee Report and had a brief discussion with the group's Chairman, Tom Fulton. While the Commission will provide comments at a later date on the full scope of the report, we wanted to weigh in at this time to support additional funding in the City's FY 2012 budget so that further archaeological work, particularly sub-surface work, can proceed at Fort Ward Park.

Included in City Manager proposed FY2012 operating budget for Historic Alexandria is the following: *"Unfunded Fort Ward Archaeological Study \$75,000 Activity FTE FY 2012 This funding requested by the Office of Historic Alexandria would continue the multi-year Fort Ward Archaeological Survey, first authorized in FY 2010 and projected to continue over three to four years. Phase 1 of the Survey began in 2009 with Ground Penetrating Radar (GPR) analysis of select locations within Fort Ward Park covering an area of approximately two acres. In October 2010, an archaeological consultant contract was signed to survey and confirm 38 potential burial sites identified in the earlier GPR analysis. This new phase of the project would extend GPR surveying, and subsequent archaeological "ground truthing" to additional areas of the 45 acre park, seeking to locate additional burial areas, as well as subterranean Native American, African American, and Civil War cultural resources that must be incorporated into park management planning initiatives and protected from future park development projects."*

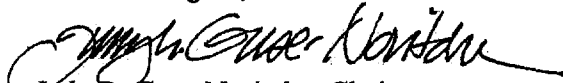
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As has become clear, while significant archeological and cultural resources at Ft. Ward have been known for some time and are prominent park features, others are being uncovered for the first time. The allocation of the \$75,000 would allow for the completion of a substantial portion of unfinished exploratory work. Director Spengler has indicated to the Park and Recreation Commission that much of the necessary work in the park that will be required for RPCA to conduct over time cannot proceed until areas are identified where subsurface archeological and cultural resources are located or when they do not occur. We understand that this course of investigation must also be complete prior to T&ES undertaking a necessary storm water runoff mitigation plan and the subsequent work in the park.

In closing, the Park and Recreation Commission supports the recommendation that an additional \$75,000 be allocate as a part of the FY 2012 budget to allow the Fort Ward Archaeological Study to move forward. This investment is critical to allow the completion of the subsurface investigation prior to undertaking other substantive work in the park.

With kind regard,



Judy R. Guse-Noritake, Chair
Park and Recreation Commission

Cc: Jim Hartmann, City Manager
James Spengler, Director, RPCA
Lance Mallamo, Director, OHA
Park & Recreation Commission
Tom Fulton, Chair, Ft, Ward Stakeholders Advisory Committee



DEPARTMENT OF RECREATION, PARKS
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Park and Recreation Commission

June 10, 2011

The Honorable William D. Euille
Vice Mayor Kerry J. Donley
Councilman K. Rob Krupicka
Councilman Frank H. Fannon, IV
Councilwoman Redella S. Pepper
Councilman Paul C. Smedberg
Councilwoman Alicia R. Hughes

Re: The Waterfront Plan

Dear Mayor and Council Members:

The Park and Recreation Commission has been intimately involved over the course of the development of the Waterfront Plan now under consideration. We have been briefed and had conversations a number of times with Director Hammer and/or her staff as the plan has progressed. We are in strong support of the plan as originally put forward to the Planning Commission. That generation of the Plan featured an open and public square at the foot of King Street where there is currently a private parking lot. Several later iterations were presented to the Planning Commission that left the current private waterfront parking lot in place. We cannot support any of those alternatives and state in the strongest possible manner that the City needs to continue efforts over whatever time it may take to successfully negotiate moving the parking lot away from the river's edge so a public square can take shape there. To do anything else is unwise in the long run. The foot of King Street is the front door of our City. It is too important to leave cars and boat trailers parked on this incredibly important location.

Our Commission is supportive of the originally proposed trade that would allow this public square to be created. Swapping the back portion of Waterfront Park to construct a restaurant which would conceal the relocate the parking currently located at the foot of King is logical and worthwhile. You should support it was well. In addition, the revenue from that new facility is necessary to implement other park features of this plan and to maintain them at a high level over time.

The Park and Recreation Commission has concerns about the waterfront parcels purchased with Open Space funding which in this plan would include the possibility of a private entity retrofitting the old Beachcomber Restaurant for a new use rather than demolishing the building to create more open space at the river's edge as originally envisioned. While this building may be nostalgic for some, it was deemed not to be historic at the time of purchase and therefore was planned to be demolished to create open space. There is no remaining architectural integrity in this structure.

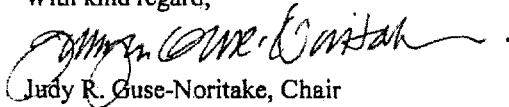
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Our concern is that the integrity of the Open Space fund may be compromised if a reconstruction and repurposing of this building goes forward. However, should that occur we believe that there are potential outcomes which could benefit the Open Space Fund in the long run. One alternative would be for the City to retain ownership of the land and building, charging market-rate annual rent which would go directly back into the Open Space Fund. This is a topic we expect to take up as the Open Space Plan is revisited in the fall. That said, we advise that the City should not ever sell this recently acquired property to a private entity for commercial purposes, nor should it be used for other City uses as the money came from taxpayers who endorsed the additional real estate tax specifically to provide additional open space in the City. We believe this expectation is in fact a covenant between the taxpayers and the elected officials in our City for the use of this Fund. The Park and Recreation Commission will stand firm that this goal for the use of the money – to provide for more open space - must lay at the heart of any future use of this parcel.

In closing, we would once again underscore that the most fundamental goal of this Waterfront Plan and those that preceded it as well, is a continuous, open and public riverfront the length of our City. The foot of King Street is the focal point of this goal and THE critical keystone to the success of any plan moving forward. We urge you in the strongest possible terms to pursue a negotiated agreement to move the current private parking lot off the river's edge as that is fundamental to the success of this plan. If that takes time, then so be it, but we urge you to not pass a plan that precludes in any manner this important fundamental goal. That would be regrettable.

With kind regard,



Judy R. Guse-Noritake, Chair
Park and Recreation Commission

Cc; Bruce Johnson, Acting City Manager
James Spengler, Director, RCPA
Faroll Hammer, Director, P&Z
Park & Recreation Commission
John Komoroske, Chair, Planning Commission

City of Alexandria, Virginia


MEMORANDUM

CITY MANAGER'S OFFICE
ALEXANDRIA, VA
2011 AUG 15 P 12:16

DATE: JULY 29, 2011

TO: ROSE BOYD
OFFICE OF CITIZEN ASSISTANCE

FAROLL HAMER, DIRECTOR
PLANNING AND ZONING

FROM: JOHN KOMOROSKE, CHAIR, PLANNING COMMISSION 

SUBJECT: FY 2011 ANNUAL REPORT

This responds to your request for an annual report. Attached is a summary of the Planning Commission's activity over the last fiscal year, September 2010-June 2011. Also attached is our attendance report, which shows that there are no planning commissioners who failed to attend more than 75% of the meetings.

The Planning Commission is appointed by Council, and performs its duties under Section 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 cases, and making recommendations to Council on text amendments, Special Use Permits, Development Special Use Permits, encroachments and vacation proposals.

We also typically meet annually with the City Council in a joint session to outline areas of the City that require planning attention and to set priorities.

The Commission's choice of leadership is covered of our by laws and involve the election of officers on an annual basis in March; our elections this year are described in the attached summary of activities. As called for in our by laws, it is the vote of the Commission that determines the turnover in leadership.

If you have any questions, or need additional information, please contact me.

Attachments: 1. Summary of Activities
2. Attendance Form

Summary of Activities

Public Hearing Items

Special Use Permits	30
Encroachments, Subdivisions and Vacations	8
Development Projects (DSP/DSUP)	16
Master Plan Amendments and Rezoning	8
Text Amendments	11
Street Name Cases	0
CDD Conceptual Design Plans	2
City Charter Section 9.06	2
Transportation Management Plans	3
Adoption of Design Guidelines	2
Total	82

Non-Public Hearing Items

The Planning Commission held four work sessions on the following five topics: Beaugard Corridor planning process, Waterfront, Potomac Yard, the Planning and Zoning Work Program and the proposed public art policy.

Other non-public hearing items presented and discussed during Planning Commission meetings in FY2011 include: the Carlyle Retail Study, Eisenhower Avenue widening project, transportation management plans, Housing Master Plan, emerging trends in urban planning and transportation, Arlandria Action Plan implementation, funding for priority transportation projects and infill development in the City. In February, the Planning Commission received a presentation by David Whyte of Kimley-Horn & Associates on transit practices. In April, staff gave a status report, as required by an SUP condition, on the redevelopment of 401-411 East Braddock Road. This redevelopment project was approved by the Planning Commission in June.

The Commission also received regular Director's reports from Planning and Zoning Director Faroll Hamer.

In March, the Planning Commission passed a resolution to support the add-on tax for transportation priorities.

As required by Section 6.14 of the City Charter, the Planning Commission reviewed the Capital Improvement Program, and found it to be consistent with the Master Plan.

Planning Commission Members

This year Planning Commissioners began giving updates of other boards and commissions for which they are active members. Members served on the following boards and commissions as Planning Commission representatives in FY 2011:

Other Board or Commission	Planning Commission Members
Transportation Commission	Donna Fossum, Jesse Jennings
Housing Master Plan Committee	Mary Lyman
Waterfront Committee	H. Stewart Dunn
BRAC Advisory Group	John Komoroske
Transit Corridor Work Group	John Komoroske

Officers

In March, the Planning Commission re-elected John Komoroske as chairman and H. Stewart Dunn as vice chairman for a third one year term. The Planning Commission by-laws state that the Commission shall annually elect a chairman and vice chairman who will serve for a term of one year.


There was no Commission turnover in FY2011. Mary Lyman, Eric Wagner and John Komoroske were reappointed to another term of office.

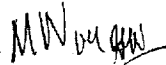
City of Alexandria, Virginia

MEMORANDUM

DATE: April 1, 2011

TO: ROSE WILLIAMS BOYD
EXECUTIVE SECRETARY FOR BOARDS AND COMMISSIONS
OFFICE OF CITIZEN ASSISTANCE

THRU: GWEN WRIGHT, DEVELOPMENT CHIEF 
PLANNING & ZONING

FROM: MARIA WASOWSKI, CHAIR 
POTOMAC YARD DESIGN ADVISORY COMMITTEE

SUBJECT: FY 2010 ANNUAL REPORT of the PYDAC

Membership

The Committee is made up of nine members. The members are appointed by the Mayor and City Council to serve for a two-year term. We had three positions change over during the fiscal year 2010. Three new members were appointed to the Committee, when three previous members elected not to renew their appointment. At the end of FY 2010, the membership includes; Chair Maria Wasowski, Joseph Hart, Stephen Koenig, Russell Kopp, Charlotte Landis, Quynn Nguyen, Sylvia Sibrover, Jennifer Taylor and Chris Bellanca.

On June 12, 2010, the City Council approved a text amendment to increase the membership of the Committee to eleven members and to expand the role of the Committee to include review of preliminary development applications for North Potomac Yard. The new positions are currently awaiting codification prior to advertisement.

Meetings

The Potomac Yard Design Advisory Committee (PYDAC) was established to review new development plans for Potomac Yard to ensure consistency with the vision of the Potomac Yard Design Guidelines. Due to a slow-down in the economic climate, design and construction within Potomac Yard had decreased substantially. Thus, given the prolonged inactivity within Potomac Yard, PYDAC did not convene on a regular basis during this fiscal year, unless the committee chair determined there were topics to discuss or plans to review. Over the 2010 FISCAL year, PYDAC convened a total of four (4) times.

Topics

Prior to the first meeting of the FISCAL year, most of the previous members (including the chair) had resigned from the Committee; however, this group has not experienced much difficulty filling a vacancy. Once rumors of new activity may begin again within Potomac Yard, staff provided several training sessions for the Committee to introduce the new members to Potomac Yard, the City's planning process, the existing Design Guidelines, case studies and PYDAC's role. Additionally, staff briefed the members on the long-range planning effort that was currently underway for the existing Potomac Yard Retail Center (aka North Potomac Yard) and encouraged the members to read and comment on the draft plan and urban design standards, prior to the hearings for the Small Area Plan amendment and subsequent rezoning.

At the first meeting, staff reviewed PYDAC's roles and responsibilities, the Committee elected Maria Wasowski as chair, established two-year term lengths and requested staff to bring new projects to the Committee earlier in the process, so that more substantive input could be provided by the Committee.

Additional meetings included:

- 1) a case study presentation by staff showing how the design guidelines were applied to a past project;
- 2) a discussion on expanding the size and scope of the Committee to include review of North Potomac Yard with their new Urban Design Standards; and
- 3) a briefing on the application to amend the zoning for southern portion of Potomac Yard, in response to the recently approved rezoning for the retail center.

Goals for Coming Year

In the next year the Committee will learn review revisions made to the existing Design Guidelines that will be applied to the undeveloped portions of Potomac Yard.

Once the ordinance expanding the membership and scope of the Committee is approved, the two new positions will be advertised.

Finally, as conceptual projects start to come in for North Potomac Yard (existing retail center), the Committee will begin applying the newly adopted Urban Design Standards.

If you have any questions, or need additional information, please contact me.

PUBLIC RECORDS ADVISORY COMMISSION

CITY MANAGER'S OFFICE
ALEXANDRIA, VA.

2011 JUL -6 P 3 021

Annual Report to the City Council July 2010 – June 2011

The Public Records Advisory Commission (PRAC) 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 PRAC is authorized to have seven citizen members appointed by the City Council for terms of two years. It is composed of professional archivists, records managers, historians, research specialists, and other citizens. The PRAC supports the mission of the Archives and Records Center, which was established by the City Council as follows:

“It is hereby declared to be the policy of the City of Alexandria to provide efficient, economical and effective control over the creation, distribution, organization, maintenance, use and disposition of all records through a comprehensive system of integrated procedures for the management of records from their creation to their ultimate disposition, to achieve complete, effective and economical documentation of the policies and transactions of city offices and departments, to identify and preserve archival records and, in conjunction with archival records, to provide reference services to the public.”

(Ord. No. 3189, 3/21/87, Sec.2; Ord. No. 3282, 4/16/88, Sec. 2)

Summary of Activities for the Past Year

During the period July 2010 – June 2011 the PRAC held nine meetings. Each meeting had an agenda and was open to the public. The Commission addressed these issues:

Davis and Ruffner Title Company Land Records

A significant portion of the PRAC's time was spent discussing the appropriate disposition of the private business records of the Davis and Ruffner Title Company, which were donated by the Bernard Corbett and Associates law firm in 2000. They consist of approximately 18,000 case files containing some valuable historical documents about the city of Alexandria, Del Ray, Ft. Ward, and other neighborhoods from the 1930s – 1960s. These private records supplement the city land records. In the fall of 2009 the City of Alexandria received full legal custody of the records.

These records, while having significant historical value, have presented the staff of the Archives and Records Center with a number of challenges. There is insufficient space in the Archives and Records Center to house the collection, and so they must be stored off site. This has cost the City more than \$30,000 to date. Due to their remote storage location, these records are not readily accessible to the public; retrieval is time-consuming and expensive. The Davis and Ruffner records are also those of a private entity, and thus fall outside the mandate of the

Archives and Records Center. Finally, no additional funds were appropriated for the storage and maintenance of these records; thus public funds are being expended to preserve private records, a situation to which the PRAC strongly objects.

The PRAC recognizes the historical value of this body of records, and as of the date of this report, studies are underway of the feasibility of scanning the records and, upon completion of the scanning process, destroying the original files. Resources to do so will be sought through grants, and the use of interns from colleges and universities. However, as these records fall outside of the mandate of the Archives and Records Center, and as no additional funds were appropriated for their maintenance, thus diverting funds authorized for the care of records of the City government, ***the PRAC urges that no further records outside of the mandate of the Archives and Records Center be accessioned by it.***

Archives and Records Center Facility

The PRAC notes that there is still a pressing need for further storage space and additional shelving in the Archives and Records Center, not only for City records but for items stored by the Alexandria Archaeology Museum. The PRAC recommends that additional appropriate shelving be obtained at the earliest possible time.

The PRAC notes with considerable dismay the fact that a new boiler was not installed in the Archives and Records Center until March 1 of this year, thus forcing staff to work in the many thus-unheated areas of the building throughout the winter.

The PRAC also notes that the presence of the Fire Department's Burn Training Facility directly adjacent the Archives and Records Center facility constitutes a hazard to the safety and preservation of the records stored therein, and is contrary to the best practices for records storage. We urge that serious consideration be given to moving the Archives and Records Center to a purpose-built facility within the next decade, and that planning for the facility, and budgeting for it, begin in the very near future.

Budgetary Issues

While mindful of the constrained resource environment in which the City of Alexandria currently must operate, the PRAC strongly urges that no further reductions be made in the budget of the Archives and Records Center. It is our belief that any further cuts would seriously impair the ability of the current small staff to discharge their responsibilities.

Other Issues

The PRAC noted the following key trends, challenges and issues facing the archives and records management program:

-Ensuring that professional standards for records collection storage, preservation, retrieval, and destruction are maintained. The Archives and Records Center now ensures that all records accessioned are given a records series name that corresponds with that of the Library of Virginia, and that permanent collections have been processed and preservation measures undertaken.

-Keeping costs within the approved budget.

-Tracking and fulfilling retrieval and research requests in a reasonable amount of time.

-Ensuring the accurate and efficient transfer of inactive records.

-Destruction of records eligible under approved records retention and disposition schedules in a timely manner.

-Staying informed of records management projects throughout the city.

The PRAC notes with approval the following highlights of the year's activities of the Archives and Records Center:

-The staff cataloged 1,535 individual Board of Architectural Review files by site and address in order to facilitate access to both the public and city staff.

-The Archives and Records Center staff implemented an electronic process to expedite the legal destruction of records, whereby lists of records to be destroyed are e-mailed to the appropriate officials and all proper signatures are obtained electronically. (Note that a paper copy will be printed out to back up these records.)

-The staff scanned and saved into AlexNet thousands of records transfer lists going back to 1982 (many of the records transferred are actually much older). These lists were saved under department files, allowing for more efficient access to records and the ability to fulfill records requests much faster.

-Two staff members played an integral role in hosting the spring conference of the Mid-Atlantic Regional Archives Conference (which took place in Alexandria), helping to make it the best attended conference in the organization's history. Among the activities were tours of Gadsby's Tavern Museum, the Apothecary Museum, The Lyceum, the Alexandria Black History Museum and the National Masonic Memorial.

The PRAC also notes for information the time percentages spent by Archives and Records Center staff on City records activities (accession, destruction, visits, records searches and pickups/deliveries (preliminary figures for FY11):

Code Enforcement 25%

Police Department 15%

Mental Health 15%

Finance 12%

Sheriff 10%

Planning & Zoning 5%

Public Defender 5%

Other* 13%

—
Total 100%

* Animal Shelter, ASAP, members of the public, City Attorney, City Clerk, City Manager's Office, Commonwealth's Attorney, Court Services, DASH, Fire Department, General Services, Office of Historic Alexandria, Housing, Human Relations, Community and Human Services, Internal Audit, ITS, OMB, Office of Women, Human Resources, Real Estate, Recreation, Transportation and Environmental Services, Library, Health Department, Risk Management, Pension Administration

Goals for the Coming Year

The PRAC will continue to monitor, review, and make recommendations on the following matters:

-The new City-wide electronic communications records policy. The PRAC strongly recommends that the policy incorporates employee training, and ensures that the City's public electronic communications records—whether preserved or destroyed—are managed in accordance with applicable laws, as well as Library of Virginia standards and guidelines.

-The records digitization projects in the City government. The PRAC urges that elected officials and City staff take particular care that permanent, historic records of the Mayor's office, the City Council, boards and commissions, and City agencies are never destroyed. This is a particular temptation and danger following records digitization projects. However, the Library of Virginia requires that all records deemed permanent be retained in either paper or microfilm format in addition to any scanned copies. The PRAC will continue to provide advice concerning the formulation and implementation of records digitization projects in the City.

-Administrative Regulation for Archives and Records Management. The current regulation is in need of significant revision, to reflect the many changes in information and communications technology since their last formulation. The PRAC urges that the updating take place in a thorough and timely manner, and sees one of its goals the assisting in the completion of the draft of a new Administrative Regulation for archives and records management.

-Advocacy for Archives. The PRAC will continue to offer constructive advice to the City government concerning records management and archives matters, and to advocate for greater

resource allocations to records management and archives functions, noting that a soundly-conceived and executed records management and archives program is an essential component of open, transparent, and honest government.

-Archives and Records Center Work Program Formulation. The PRAC will assist, as requested by the City Archivist and Records Manager, in the formulation of work program of the Archives and Records Center.

-Davis and Ruffner Title Company Land Records. The PRAC intends to assist in finding an appropriate disposition for these records.

Recruitment and Leadership Plans:

Recruitment will take place through announcements on both records management and archives listservs as well as through the Mid-Atlantic Regional Archives Conference, Northern Virginia ARMA Chapter and other suitable venues.

Ensuring Turnover in Leadership:

The Commission will vote to select a chairman every two years following the completion of his or her term. No chairman may serve more than six years consecutively. Virginia Arnold succeeded Charles Ziegler as Chair of the Public Records Advisory Commission.

Commission Membership

The following citizens served on the PRAC during the period covered in this report:

Virginia Arnold
Ginger Burton-Chamberlain
Sammye Collins
J. Glenn Eugster
Jeannine Jeffrey
Anthony Jones
Nils Kandelin
Jean Lavery
Laura Vetter
Charles Ziegler

Respectfully submitted:

Virginia Arnold, Chairman
Nils Kandelin, Vice-Chairman
J. Glenn Eugster

Jeannine Jeffrey
Anthony Jones
Laura Vetter
Charles Ziegler

Alexandria Health Department



Stephen A. Haering, MD, MPH
Health Director

July 28, 2011

TO: The Honorable Mayor William D. Euille and Members of City Council

On behalf of the Alexandria Public Health Advisory Commission, I am pleased to submit the attached Annual Report for FY 2011. As the report indicates, the Commission takes its advisory role very seriously and has offered a number of opinions and recommendations to City Council related to a variety of public health matters.

The Commission is empowered not only by the various responsibilities identified in the 1981 Resolution that created it, but also by one of the key goals stated in City Council's Strategic Plan: "Alexandria respects, protects and enhances the health of its citizens and the quality of its natural environment."

The Commission looks forward to working with the City Council to ensuring that vision and commitment.

Sincerely,

Richard E. Merritt
Acting Chair, Public Health Advisory Commission

CITY MANAGER'S OFFICE
ALEXANDRIA, VA
2011 JUL 29 P 2.15

KING STREET
4480 King Street
Alexandria, VA 22302
(703) 746-4996

CASEY HEALTH CENTER
1200 N. Howard Street
Alexandria, VA 22304
(703) 746-4886

TEEN WELLNESS CENTER
3330 King Street
Alexandria, VA 22302
(703) 746-4776

ARLANDRIA (WIC)
3802 Executive Ave. #D-2
Alexandria, VA 22305
(703) 519-1957

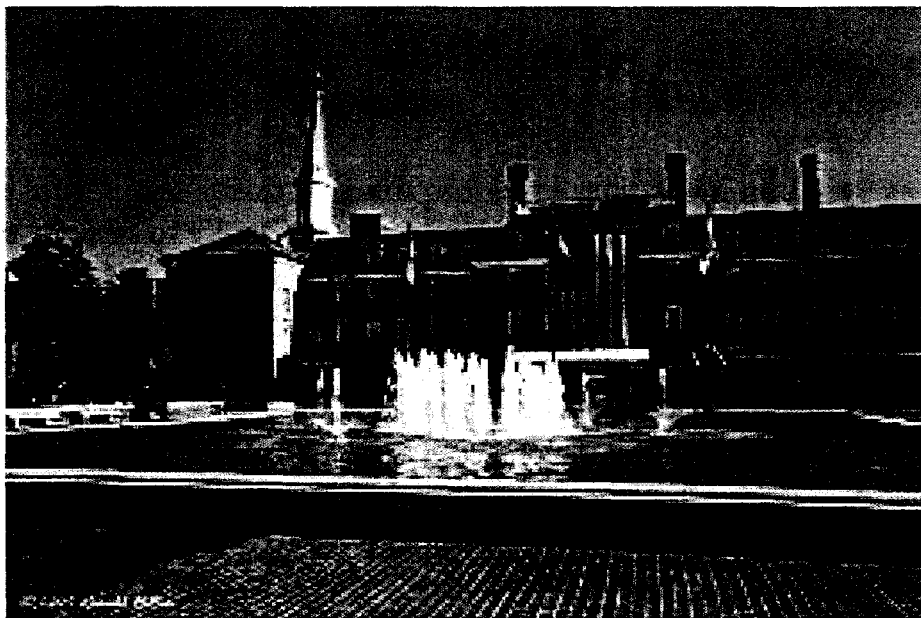
www.alexhealth.com



www.vdh.virginia.gov

Alexandria Public Health Advisory Commission

Annual Report, FY 2011



Richard Merritt, Acting Chairman

July, 2011

Responsibilities of the
Alexandria Public Health Advisory Commission

Resolution 790, adopted by City Council on May 12, 1981, established the Alexandria Public Health Advisory Commission for the following purposes:

- To serve as the evaluating and advising commission to City Council regarding any and all health matters in the City of Alexandria and to help in coordinating public health agencies and activities within the city.
- To provide information/evaluation regarding health-related matters when requested by City Council.
- To investigate specific health problems on its own initiative and at the request of City Council.
- To act as a listening body for the community, so that any citizen, health professional or lay person may present his or her opinions to the Public Health Advisory Commission on health matters in Alexandria.
- To render opinions in each instance on any health care or service advantage or merit; disadvantage or danger; priority perspective within the city's overall public health needs or programs; health planning for the City and its citizens; feasibility; alternatives or modifications; evaluation; and any other factors deemed pertinent by the commission.

**Members of the Public Health Advisory Commission
(July 1, 2010 – June 30, 2011)**

Robin Adams, MBA	Inova Alexandria Hospital
Nairuby Beckles*	Citizen Member
Jerome Cordts, EdD*, Chair	Citizen Member
Michael Crawford **	Health Professional
Emily Donelson*	Health Professional
Arlene Hewitt, MSW	Citizen Member
Jessica Hill, DDS	Northern Virginia Dental Society
John Klousia, MD	Alexandria Medical Society
Lacy Fehrenbach-Marosfalvy*	Health Professional
Gene Kendall	Alexandria Neighborhood Health Services, Inc.
Andrew LaVanway**	Citizen Member
Richard Merritt, Acting Chair	Citizen Member
Mark Penn	Office of Emergency Preparedness
Meredith Taylor	Citizen Member
Mary Anne Weber	Alexandria Community Services Board
Michael Wiener	Health Professional

Health Department Staff

Stephen Haering, MD, MPH	Director, Alexandria Health Department
Dean Bryant	Executive Assistant
Carrie Fesperman-Redden, MPH	Health Planner

* Term expired or individual resigned prior to end of fiscal year

** Appointed new member shortly before end of fiscal year

Annual Report

Summary

Among the many public health issues discussed by the Commission over the year, teen smoking, the harmful effects of secondhand smoke on children, breastfeeding in public and the potential impact of the Base Closure and Realignment Commission (BRAC) on fire and emergency services commanded the greatest attention. The Commission submitted one resolution to City Council requesting the placement of signs around the city discouraging smoking in parks, playgrounds and in city-owned bus shelters. As a result, City Council adopted a resolution that calls for a phased-in approach beginning August 2011. In addition, the Commission testified in support of eliminating breastfeeding in public places from the city's indecent exposure ordinance and submitted a letter to City Council outlining its concerns over how BRAC will likely exacerbate already overburdened fire and emergency services, especially for the West End.

The Commission provided significant input into the development of the Quality of Life Indicator set, sponsored by the Partnership for a Healthier Alexandria and called for in the City Council's Strategic Plan. The Commission decided to forgo a Flora Krause Casey award in 2011, with an eye to a major celebration in 2012, which will be the 20th anniversary of the award.

Commission Highlights

The Commission met on nine occasions over the 2010-11 Fiscal Year. Traditionally, the Commission does not meet in July due to vacations; the February meeting was canceled due to inclement weather. During the August meeting no formal business was conducted, as it was held in conjunction with the dedication ceremony of the new Teen Wellness Center at T. C. Williams High School.

Among the more important public health issues and concerns addressed by the Commission over the previous fiscal year were:

- The role of the Advisory Commission with respect to the new Teen Wellness Center at T.C. Williams High School.
- Apparent increase in student smoking at T. C. Williams.
- Harmful effects of secondhand smoke on children and adolescents in public spaces and in their homes and cars.
- Impact of current ordinance that discourages breastfeeding in public.
- The high rates of adolescent pregnancy in Alexandria.
- Reductions in state budget for public health and prevention programs and the potential impact on funding for the Health Department.
- Development of Quality of Life Indicators
- Impact on access to care for low-income and uninsured residents as a result of transition from Casey Clinic to ANHSI.
- Impact of BRAC on fire and emergency services.
- The high rates of HIV and AIDS in the City

With respect to the numerous issues under consideration by the Commission, the Advisory Commission submitted recommendations to the City Council on three broad areas of concern: Breastfeeding, Secondhand Smoke and the Impact of BRAC on Fire and Emergency Services. (The Commission actually endorsed a resolution aimed at reducing smoking among teens and young adults but decided it needed further study and more details before it could be submitted to Council for consideration.)

With regard to Breastfeeding, Acting Chairman Richard Merritt testified at the February 12, 2011 City Council meeting on behalf of a “sense of the Commission” or “by consensus” resolution supporting “a policy that explicitly exempts breastfeeding from the city’s indecent exposure ordinance and promotes and encourages women to breastfeed.” He stated that most of the commissioners indicated that the basis of their support was “the overwhelming evidence that shows that one of the most effective preventive measures a mother can take to protect the health of her infant and herself is to breastfeed.”

As a first step in what is expected to become a much more comprehensive plan to reduce smoking and the exposure to secondhand smoke, especially among young children and adolescents, the Commission endorsed and submitted a resolution to City Council calling for the placement of signs discouraging smoking in parks, playground and in city-owned bus shelters.

(A copy of the resolution is attached.)

Acting Chairman Richard Merritt presented a brief statement on behalf of the Commission's resolution before City Council on Saturday, May 7. (On May 24, 2011, City Council adopted the concept and authorized a phased-in approach, beginning with city playgrounds, and then proceeding to parks and bus shelters provided the initial phase is determined to be viable and acceptable.)

In addition, as part of an overall strategy to reduce the level of smoking among teens and young adults, the Advisory Commission recommended to City Council that it support a significant increase in the state cigarette tax with additional revenues devoted to tobacco prevention and cessation programs as a part of its legislative package for the General Assembly. (A copy of Acting Chair Richard Merritt's statement on this issue before a City Council Public Hearing on November 13, 2010 is attached.) City Council did incorporate this recommendation in its legislative package and, as a result, Delegate David Englin introduced legislation that would raise the state tobacco tax to \$1.45 a pack, a major increase over the current level of 30 cents a pack. Unfortunately, the legislation was not enacted.

City Council's Strategic Planning Goal #2 called for an initiative to establish a "Healthy City" indicator system that tracks key indicators identified by the community for their importance in promoting and maintaining public and personal health. The Partnership for a Healthier Alexandria provided the leadership on this initiative by engaging the community in the development of a set of Quality of Life indicators that are easy to understand, can measure performance and outcomes related to important public programs and initiatives, and can inform and guide decision-making and appropriate changes. The Commission devoted at least one full meeting to identifying key public health indicators that should be part of the total Quality of Life Indicator set. The Commission then drew upon the final list of indicators, vetted by three different town hall meetings at which a few Commissioners were present, as the foundation for establishing its own set of indicators for measuring the status of public health in Alexandria and for identifying program and policy priorities for Commission consideration over the coming year.

At its June meeting, the Commission was briefed on the organization and deployment of fire and emergency medical operations in Alexandria by the

Chief of the Alexandria Fire Department, Adam K. Thiel. Most of the interest on the part of Commissioners focused on concerns over the current inability of the department in meeting one important standard that requires first-arriving apparatus and appropriate staffing to arrive at an emergency scene within four minutes of departure from the station. Moreover, commissioners were very concerned about the real possibility that BRAC will likely exacerbate this problem, especially in the West End. As a result, the Commissioners unanimously endorsed a letter to City Council registering its concerns and identifying some specific steps that could be taken to help alleviate the situation. (A copy of the letter is attached.)

Strategic Planning and Commission Membership

At the December meeting, then-chairman Jerome Cordts asked for input on determining priorities for the next six months and into fiscal year 2012. He asked members to submit ideas on programs and policies they would like to see the Commission focus on over the coming year. Most of the members followed up and the January 2011 meeting was dedicated almost entirely to discussing the various ideas presented and to developing a strategy for selecting priorities among them. Chairman Cordts was responding to a sentiment expressed earlier by several members that they were interested in being more proactively “advisory” in their roles as Commissioners.

In February, for personal reasons, Chairman Cordts submitted his resignation from the Advisory Commission; Richard Merritt, the Vice Chair, agreed to fill in for the near future as the Acting Chair. One of the immediate challenges was the fact that with the former chair’s resignation, there were at least four vacancies on the Commission, along with one or two inactive members. This made it very difficult to obtain a quorum in order to conduct official business. The Acting Chair went right to work by contacting the inactive members, asking for their resignations if they could not attend the meetings, and by making sure that all of the vacancies had been posted. By June, three new members had been appointed to the Commission by City Council.

Mr. Merritt very much supported the previous chair’s efforts to establish some priority goals for the Commission’s work over the next year; however, he adopted a rather different approach to getting that accomplished. He felt that a key step was missing on the road to identifying its priorities for the

future and the step involved the development of a consensus among the commissioners as to how to define or describe the status of public health in the City of Alexandria. Without “reinventing the wheel,” he drew from the already established set of Quality of Life Indicator set (see above) – sponsored by the Partnership for a Healthier Alexandria and to which the Commission had already provided considerable input – and listed almost 90 separate indicators that could possibly reflect or represent the status of public health in Alexandria. Over a series of considerable discussions that consumed almost three Commission meetings, the Commission arrived at a consensus set of about 40 indicators, across 18 major public health categories. (See attachment)

This was just the first step, however. When the Commission reconvenes following its summer recess, it will have the immediate task of whittling the 40 indicators down to a manageable set of 20 to 25. (Some may think that 20 to 25 is far too many; however, it must be understood that the Commission has adopted a broad view of public health and is not limited to just what goes on at the Health Department. While the local health department is a central and critical component of the local public health system, it is but one part of the system. (See attachment, “What is the ‘Local Public Health System?’”) A useful working definition of public health was provided by a former Surgeon General of the United States: “The goal of public health is not to make people healthy but rather to ensure the conditions in which people can be healthy.”

Once the Commission has coalesced around 20 or 25 core indicators for measuring the status of public health in the City of Alexandria, most of those indicators will be converted to strategic directions from which the Commission will then be asked to identify its top four or five for Commission action over the next twelve months.

Flora Krause Casey Award

One of the more visible activities of the Public Health Advisory Commission is the Flora Krause Casey award. The Flora Krause Casey Public Health Award recognizes (mostly annually but not always so) any individual who has furthered the health of the Alexandria community. The award is given in honor of Flora Krause Casey, whose life work improved the health of Alexandria’s most needy and vulnerable residents. The

Alexandria Public Health Advisory Commission and the Alexandria Health Department are co-sponsors of this award. Usually, the award is given in early April, in conjunction with National Public Health Week, and is scheduled just prior to the beginning of a regular meeting of the Alexandria City Council. Inova Alexandria Hospital has provided a modest grant to cover the costs of a commemorative gift to the honoree(s) and the costs of a light reception following the award ceremony.

Concerns over the limited number of nominations for the award over the past few years, along with a desire on the part of some Commissioners to ensure more careful screening of the qualifications of the applicants, and questions raised regarding whether city employees should even qualify as nominees, led the Commission to decide to forgo the Casey Award during 2011. Nevertheless, the Commission reaffirmed its commitment to the Casey Award program and intends to have the application and screening processes fully clarified by late 2011, in sufficient time to ensure a number of highly qualified applicants and the production of an outstanding award ceremony in April, 2012, which will be the twentieth anniversary of the Casey Award.

New Health Director

Dr. Stephen A. Haering became the new Director of the Alexandria Health Department in August 2010, following the resignation of Dr. Lisa Kaplowitz, who accepted a position with the U.S. Department of Health and Human Services. Dr. Haering served with distinction as Director in the Lord Fairfax Health District since 2008. Dr. Haering earned his Doctor of Medicine from the University of Louisville School of Medicine, and his MPH from Johns Hopkins School of Public Health. He completed his internship in Family Practice at San Joaquin General Hospital in Stockton, California, and then worked for several private practices for 13 years, the most recent of which was in Palmetto, Florida, from 1996-2003. Dr. Haering completed a preventive medicine residency at Johns Hopkins between 2005-2007. Upon completion of his residency, he was selected as Chief Resident for the Preventive Medicine Residency for 2007-2008 at Johns Hopkins. Dr. Haering is a board-certified specialist in preventive medicine and general public health.

ATTACHMENTS

**RESOLUTION TO INCREASE THE TOBACCO EXCISE TAX
IN THE COMMONWEALTH OF VIRGINIA**

Sponsor: Alexandria Public Health Advisory Commission (APHAC)
Supporters: Community Services Board (9/21/2010)
Partnership for a Healthier Alexandria (10/6/2010)
Substance Abuse Prevention Coalition of Alexandria (9/20/2010)

WHEREAS cigarette smoking is the leading preventable cause of death in the United States, and

WHEREAS the public health and economic cost of smoking in the Commonwealth makes it an urgent area for legislative, regulatory and programmatic attention as evidenced by:

- 981,000 Adults in Virginia who smoke
- 66,400 High school students in Virginia who smoke
- 9,200 Deaths caused by smoking in Virginia, per year
- \$ 2.08 billion Annual health care costs in Virginia that are caused by smoking
- \$ 2.53 billion Annual smoking-caused productivity lost in Virginia¹, and

WHEREAS increasing tobacco product taxes is shown by researchers to discourage young people from starting to smoke, reduce tobacco product consumption overall, and increase the likelihood that a person wanting to quit will be successful, and

WHEREAS Virginia charges the second lowest excise tax (30¢/pack) in the U.S. where the average taxation rate is \$1.45/pack, and

WHEREAS a \$1.00 excise tax increase would yield many positive and long-lasting benefits:

- \$317 million New annual revenues for Virginia
- 65,000 Kids who avoid becoming addicted smokers
- 29,800 Lives saved from premature smoking-caused death
- 15.6% Percent decrease in youth smoking
- 34,000 Current smokers who would quit

THEREFORE, LET IT BE RESOLVED that the Alexandria City Council commend to its 2011 legislative delegation a recommendation to significantly increase the Commonwealth of Virginia tobacco product excise tax, with a portion of the increased revenues invested in preventing and curbing the use of tobacco among all age groups.

Contact Information:

1. Richard Merritt, Co-chair, Alexandria Public Health Advisory Commission
 - a. Email: Merrittapprais@aol.com Phone: (703) 967-7806
2. Jerome Cordts, Chair, Alexandria Public Health Advisory Commission
 - a. Email: Jcordts@mitre.org Phone: (703) 975-7040

¹ Source – Campaign for Tobacco-Free Kids

STATEMENT BY RICHARD E. MERRITT

AT
CITY COUNCIL OF ALEXANDRIA, VIRGINIA
PUBLIC HEARING MEETING
SATURDAY, NOVEMBER 13, 2010

MY NAME IS RICHARD MERRITT AND I AM A PROFESSIONAL COMMUNITY VOLUNTEER. I PROUDLY SERVE ON FOUR DIFFERENT BOARDS, COMMISSIONS, OR COALITIONS IN THE CITY OF ALEXANDRIA. I WANT TO FIRST COMMEND THE COUNCIL AND THE MAYOR FOR THEIR ONGOING SUPPORT OF A HEALTHY AND HEALTHIER ALEXANDRIA COMMUNITY, AND FOR THEIR GENUINE ENCOURAGEMENT OF HEALTHY LIFESTYLES AND MAKING HEALTHY CHOICES.

I AM HERE THIS MORNING ON BEHALF OF THE ALEXANDRIA PUBLIC HEALTH ADVISORY COMMISSION, THE PARTNERSHIP FOR A HEALTHIER ALEXANDRIA AND THE SUBSTANCE ABUSE PREVENTION COALITION OF ALEXANDRIA (SAPCA) TO ENCOURAGE THE CITY COUNCIL TO INCLUDE SUPPORT FOR AN INCREASE OF THE STATE EXCISE TAX ON TOBACCO AS PART OF ITS PROPOSED CITY LEGISLATIVE PACKAGE FOR THE 2011 GENERAL ASSEMBLY SESSION. I NEED TO ADD THAT IN ADDITION TO THE THREE ENTITIES I MENTIONED ABOVE, THE COMMUNITY SERVICES BOARD OF ALEXANDRIA ALSO SUPPORTS THIS RECOMMENDATION.

SEVERAL YEARS BACK, THE COMMUNITY HEALTH AND COMMUNITY ENVIRONMENTAL HEALTH ASSESSMENTS, UNDERTAKEN BY THE HEALTH DEPARTMENT, IDENTIFIED (1) TOBACCO USE AND (2) RESPIRATORY HEALTH AND SECOND-HAND SMOKE, AS MAJOR AREAS OF COMMUNITY CONCERN. SINCE THE RELEASE OF THOSE ASSESSMENTS, THERE HAS BEEN A GREAT DEAL OF ACTIVITY WITHIN THE CITY.

- THE HEALTH DEPARTMENT SPONSORED A CAMPAIGN THAT SUCCEEDED IN ENCOURAGING MORE THAN 80 PERCENT OF THE RESTAURANTS IN THE CITY TO VOLUNTARILY GO SMOKE-FREE – AND THIS WAS MORE THAN A YEAR BEFORE THE STATE MANDATED SUCH A POLICY.

- THE PARTNERSHIP FOR A HEALTHIER ALEXANDRIA WAS ESTABLISHED FOR THE MAJOR PURPOSE OF PROVIDING ONGOING ATTENTION TO AND SOLUTIONS FOR MANY OF THE MORE CRITICAL CONCERNS THAT GREW OUT OF THE COMMUNITY HEALTH AND COMMUNITY ENVIRONMENTAL HEALTH ASSESSMENTS.
- THE PARTNERSHIP CREATED FOUR WORKING GROUPS, TWO OF WHICH – SAPCA AND RESPIRATORY HEALTH—HAVE RESPONSIBILITY FOR ADDRESSING COMMUNITY CONCERNS RELATED TO SMOKING AND SECOND-HAND SMOKE.
- DURING 2010, THE PARTNERSHIP’S RESPIRATORY HEALTH GROUP LAUNCHED A DEMONSTRATION SMOKE-FREE HOMES AND CARS PLEDGE CAMPAIGN. THE GOAL WAS TO PROVIDE INFORMATION TO PARENTS AND GUARDIANS OF YOUNG CHILDREN ABOUT SOME OF THE MYTHS SURROUNDING SECOND-HAND SMOKE AND TO ENCOURAGE THEM TO SIGN A PLEDGE TO MAINTAIN THEIR HOMES AND AUTOMOBILES AS SMOKE-FREE.

THE PARTNERSHIP’S RESPIRATORY HEALTH GROUP IS CURRENTLY UNDERGOING THE DEVELOPMENT OF A TWO-YEAR STRATEGIC PLAN. IN THAT PROCESS, WE HAVE BEEN EXAMINING THE LITERATURE FOR MODEL PROGRAMS, BEST PRACTICES AND EFFECTIVE INTERVENTIONS THAT HAVE SUCCESSFULLY REDUCED TOBACCO USAGE AND LOWERED COMMUNITY EXPOSURE TO SECOND HAND SMOKE IN OTHER JURISDICTIONS.

I CAN TELL YOU THAT ALL OF OUR RESEARCH OF THE LITERATURE KEEPS TAKING US BACK TO ONE APPROACH ABOVE ALL OTHERS IN TERMS OF SUCCESSFULLY REDUCING SMOKING – AND THAT IS TO SIGNIFICANTLY INCREASE THE EXCISE TAX ON CIGARETTES AND TO DEVOTE A SUBSTANTIAL PART OF THE ADDITIONAL REVENUE TO (A) EFFECTIVE SMOKING CESSATION PROGRAMS; AND (B) EDUCATION AND PREVENTION PROGRAMS TO HELP TEENS AND YOUNG ADULTS TO RESIST SMOKING IN THE FIRST PLACE.

NUMEROUS ECONOMIC STUDIES IN PEER-REVIEWED JOURNALS HAVE DOCUMENTED THAT CIGARETTE TAX OR PRICE INCREASES REDUCE BOTH ADULT AND UNDER AGE SMOKING. THE GENERAL CONSENSUS IS THAT EVERY 10 PERCENT INCREASE IN THE REAL PRICE OF CIGARETTES

- **REDUCES OVERALL CONSUMPTION BY 3 TO 5 PERCENT;**
- **REDUCES THE NUMBER OF YOUNG ADULT SMOKERS BY 3.5 PERCENT; AND,**
- **REDUCES THE NUMBER OF KIDS WHO SMOKE BY 6 OR 7 PERCENT.**

IT MUST BE NOTED THAT THE CITY HAS PROVIDED LEADERSHIP IN THIS AREA FOR ALMOST 20 YEARS, BEGINNING WITH THE ADOPTION OF A LOCAL CIGARETTE TAX OF 20 CENTS A PACK IN 1992. SINCE THAT TIME, IT HAS INCREASED THE RATE ON FIVE SEPARATE OCCASIONS, ARRIVING AT A CURRENT RATE OF 80 CENTS A PACK TODAY. THE CITY'S CIGARETTE TAX RATE IS ALMOST 170 PERCENT HIGHER THAN THE STATE'S RATE OF 30 CENTS A PACK. (ONLY MISSOURI AND SOUTH CAROLINA IMPOSE A SMALLER RATE - 17 CENTS AND 7 CENTS A PACK, RESPECTIVELY -- ON CIGARETTES THAN VIRGINIA.)

ALEXANDRIA'S PUBLIC HEALTH ADVISORY COMMISSION, THE PARTNERSHIP FOR A HEALTHIER ALEXANDRIA, ALEXANDRIA'S COMMUNITY SERVICES BOARD AND THE SUBSTANCE ABUSE PREVENTION COALITION OF ALEXANDRIA ALL BELIEVE IT IS TIME FOR THE COMMONWEALTH OF VIRGINIA TO RAISE THAT RATE TO A LEVEL THAT IS MORE COMMENSURATE WITH THE SERIOUSNESS OF THE HEALTH PROBLEMS THAT ARE THE RESULT OF SMOKING AND EXPOSURE TO SECOND-HAND SMOKE.

WE RESPECTFULLY HOPE THAT THE CITY COUNCIL AGREES AND WILL INCLUDE A RECOMMENDATION TO INCREASE SIGNIFICANTLY THE STATE EXCISE TAX ON TOBACCO WITH A DEDICATION OF A SUBSTANTIAL PART OF THE INCREASED REVENUES TO EFFECTIVE SMOKING PREVENTION AND CESSATION PROGRAMS AS PART OF ITS LEGISLATIVE PACKAGE FOR THE 2011 GENERAL ASSEMBLY SESSION.

RESOLUTION URGING CITY COUNCIL TO AUTHORIZE PLACEMENT OF
SIGNS DISCOURAGING SMOKING IN PUBLIC PARKS, ON PLAYGROUNDS
AND IN AND AROUND CITY-OWNED BUS SHELTERS

Adopted by a unanimous vote of 8-0 by
The Alexandria Public Health Advisory Commission
(April 21, 2011)

WHEREAS, Goal #2 of the seven goals in the City Council's Strategic Plan states:
"Alexandria respects, protects and enhances the health of its citizens and the quality of its
natural environment." and

WHEREAS, Goal #2 of City Council's Strategic Plan calls for an initiative to "establish a
proactive health program to reduce respiratory illness by reducing exposure to second
hand smoke and indoor air contaminants." and

WHEREAS, Goal #4 of the Strategic Plan states: "Alexandria is a community that
supports and enhances the well-being, success and achievement of children, youth and
families." and

WHEREAS, the Eco-City Alexandria Plan calls for "the promotion of respiratory health
.... and improvement in air quality by reducing exposures to such air contaminants as
secondhand smoke." and

WHEREAS, the evidence is very clear, exposure to second-hand smoke causes disease
and premature death in children and adults who do not smoke; and

WHEREAS, the Surgeon General of the United States has declared, "There is no risk free
level of exposure to second-hand smoke. Even small amounts of second hand smoke
exposure can be harmful to people's health"; and

WHEREAS, even brief exposure to second-hand smoke can result in upper airway
changes in healthy persons and can lead to more frequent asthma attacks in children who
already have asthma; and

WHEREAS, even brief exposure to second-hand smoke places children at greater risk
for: early atherosclerosis, decreased lung function, increased rates of bronchitis,
pneumonia and respiratory functions; developing cancer, heart disease and lung disease;
build up of fluid in the inner ear; and behavioral problems; and

WHEREAS, approximately one person in eight in the City of Alexandria suffers from a
respiratory disease; and

WHEREAS, tobacco smoke is the greatest single cause of respiratory illness; and

WHEREAS, data from the American Lung Association estimates that there are more than 11,400 person with asthma and more than 5,300 persons with COPD (emphysema and chronic bronchitis) in the City of Alexandria; and

WHEREAS, exposure to secondhand smoke is a trigger for asthma and responsible for preventable emergency visits and hospitalizations at Inova Alexandria Hospital; and

WHEREAS, public spaces – such as parks and playgrounds – exist for the very purpose of fostering good health and recreation, and therefore those who frequent such spaces ought not be exposed to the dangers of unnecessary and harmful air contaminants such as second-hand smoke; and

WHEREAS, city-owned and maintained bus shelters exist for the primary purpose of protecting citizens and visitors from the dangers of inclement weather while waiting to board a bus, and therefore those who depend on such public transportation should not, at the same time, be exposed to other, far more dangerous threats to their personal health and safety such as second-hand smoke; and

WHEREAS, a considerable number of children and teens in Alexandria ride city buses to school each day;

NOW, THEREFORE, BE IT RESOLVED that the Alexandria Public Health Advisory Commission:

BELIEVES strongly that a city-wide effort to discourage smoking in public parks, on playgrounds and in and around city-owned bus shelters would make a significant contribution to the overall public health and well-being of the City of Alexandria; and

URGES City Council to authorize the placement of signs at all public parks and playgrounds and at all city-owned bus shelters discouraging smoking at and nearby those sites.

June 21, 2011

The Honorable William D. Euille
Vice Mayor Kerry J. Donley
Councilman K. Rob Krupicka
Councilman Frank H. Fannon, IV
Councilwoman Redella S. Pepper
Councilman Paul C. Smedberg
Councilwoman Alicia R. Hughes
301 King St., Room 2300
Alexandria, VA 22314

Dear Mayor Euille and City Council Members:

The National Fire Protection Association (NFPA) sets globally-recognized standards for the prevention of and response to potentially life-threatening safety issues within a community or organization. Of the more than 300 codes and standards currently maintained by NFPA, we are writing to you today about one, NFPA 1710: Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Career Fire Departments.

NFPA 1710 requires that first-arriving apparatus and appropriate staffing must arrive at an emergency scene within four minutes of departure from the station. This travel allocation does not include the time required for citizens to access 911 systems, dispatch, and in-station crew response. It does, however, account for traffic, community geography, and weather. The standard says that departments must meet this objective 90 percent of the time.

We understand that the City of Alexandria does not currently meet this standard, and that in some West End fire response areas, it is significantly off the mark. BRAC-133 will dramatically exacerbate these problems. Specifically:

- West End Response: The response areas for stations 206 and 208 are among the busiest in the Commonwealth of Virginia. The units at these stations must cover a large, population-dense geographic area and typically are utilized 15 percent more than units in other areas within the City. Within the West End, responding units meet the four-minute travel time requirements just 70 percent of the time.

During emergency events affecting the entire region, such as severe weather events, City and mutual aid units are routinely stretched to the breaking point, with the dispatch system needing to call upon units from as far away as Herndon, Virginia to respond to emergencies within the City.

We understand that the City does employ a Peak-Time Medic Unit to reduce the impact of Peak-Time usage. That said, travel time and overall response time is exceedingly high in the West End of the City, creating an unsafe environment for residents and emergency services professionals.

- BRAC-133: As noted, there are already significant concerns with the response time to emergencies in the West End. The traffic congestion created by BRAC-133 will significantly exacerbate these problems. According to the Transportation & Environmental Services Department, traffic congestion resulting from Mark Center will increase response times in the impact area by between four-and-a-half and nine minutes.

Note that the increase response time will not only increase the waiting time for a resident in urgent need, but will also hold units out of service for longer – creating an even greater shortage of available responders.

We do understand that the City, City Council, and BRAC-133 Advisory Group are taking steps to address these issues. That said, the City does have additional courses of action available to accelerate solutions to these problems. Steps should include:

- Continuation and acceleration of Station 210 on Eisenhower Avenue. The completion of Station 210 will reduce the number of trips Station 208 units currently make to the transportation-constricted south side of the train tracks. This will increase the availability of those units to respond to the impact areas.
- Accelerated development of Station 211 in the Beauregard-Seminary area. The City should approve plans for Station 211, and ensure that a medic unit is among those included at the new facility. This station will provide a critical and currently missing response infrastructure to residents west of I-395 and significantly reduce the impact of BRAC-133 and other future development.

We recommend that the city work with the Department of Defense along with the regional Congressional delegation to reduce or offset the overall cost of the construction, maintenance and operations of Station 211. Another option would be to secure developer funding to construct a new Station 211, similar to the model used to construct Station 209 in Potomac Yard.

This letter was endorsed unanimously by the eight members (identified below) of the Public Health Advisory Commission who attended the June 16, 2011 Commission meeting.

Sincerely,

Robin Adams

Arlene Hewitt

Gene Kendall

Andrew LaVanway

Richard Merritt, Chair

Mark Penn

Mary Anne Weber

Michael Wiener

**REPRESENTATIVE INDICATORS FOR MEASURING
STATUS OF PUBLIC HEALTH AND COMMUNITY WELL-BEING
IN THE CITY OF ALEXANDRIA**

Preliminarily adopted by the
Alexandria Public Health Advisory Commission
(as of June 16, 2011)

I. HEALTH STATUS

- (1) Number of self-reported "fair" or "poor" health days per month.
- (2) Mean number of self-reported physically or mentally unhealthy days in the past 30 days.

II. MENTAL HEALTH STATUS

- (1) *Percent of adults needing mental health care who stated that they obtained help for emotional or mental health or substance abuse issues over the past year.*
- (2) *Suicide rate per 100,000.*

III. HEALTH INSURANCE

- (1) *Percent of adults ages 18-64 who report having health insurance.*

IV. ACCESS TO HEALTH CARE

- (1) *Percent of people indicating they needed health care (including alternative health care) in the past year and were unable to receive it.*
- (2) *Percent of adults ages 18 or older who report having a personal doctor or health care provider*

V. LIFE EXPECTANCY

- (1) *Life expectancy at birth*
- (2) *Life expectancy at 65*

VI. BIRTHS

- (1) *Percent of newborns with low birth weight*
- (2) *Percent of females who received prenatal care in first trimester.*

VII. DEATHS

- (1) *Heart disease age adjusted death rates.*
- (2) *Cancer age adjusted death rates.*

VIII. PREMATURE DEATH/UNHEALTHY LIFESTYLES

- (1) *Percent of adults who have smoked more than 100 cigarettes in their lifetime and who currently smoke some days or every day.*
- (2) *Percent of adults who are overweight or obese.*
- (3) *Percent of adults consuming four (women) or five (men) or more drinks on one occasion and/or consuming more than an average of one (women) or two (men) drinks per day during the past 30 days.*
- (4) *Percent of households with children under 18 in which at least one adult smokes cigarettes daily.*

IX. CHILD HEALTH PROMOTION/DISEASE PREVENTION

(1) Percent of children 19-35 months of age, who received 4 doses of diphtheria, tetanus toxoid & pertussis vaccine (Dtap), 3 or more doses of polio vaccine, 3 or more doses of Hib vaccine, 3 or more doses of Hepatitis B vaccine and 1 or more doses of measles containing vaccine.

(2) Number of childhood vaccine preventable diseases occurring in Alexandria.

X. ADOLESCENT HEALTH PROMOTION/DISEASE PREVENTION

(1) Teen pregnancy rate per 1,000 girls.

(2) Percent of adolescents who report using alcohol, marijuana or other illicit drugs in the past 30 days.

(3) Percent of children and adolescents who are overweight or obese.

XI. ADULT HEALTH PROMOTION/DISEASE PREVENTION

(1) Percent of adults who report visiting their physician in past year for well visit, preventive care or physical exam.

(2) Percent of adults 65 and over who report having received a seasonal influenza vaccine during the past 12 months.

(3) Percent of adults 18 and over who report engaging in physical activity for at least 30 minutes, at least 5 times a week.

XII. HEALTH MANPOWER

(1) Percent of physicians who accept Medicare and Medicaid.

(2) Percent of dentists who accept Medicaid.

(3) Ratio of primary care providers to total population of the city.

XIII. ENVIRONMENTAL HEALTH

(1) Number of complaints to Environmental Health Division regarding perceived environmental hazards or pests (e.g., bedbugs, mold, lice, etc.)

(2) Number of elevated lead levels in resident children.

(3) Number of emergency visits and hospitalizations at Inova Alexandria Hospital due to asthma.

XIV. EMERGENCY PREPAREDNESS AND RESPONSE

(1) Percent of population reporting a Disaster Supply Kit with emergency supplies such as water, food and medicine has been prepared in home.

XV. EMERGENCY MEDICAL SERVICES

(1) Number of Cardiac Emergencies

- Percentage presenting or resulting in Cardiac Arrest
- Percentage with Citizen CPR on scene
- Percentage with AED prior to EMS arrival
- Percentage with Return of Spontaneous Circulation (ROSC)

(2) Number of Cerebral Vascular Accidents (CVA)

(3) Number of Diabetic Emergencies

XVI. SHELTER AND AFFORDABLE HOUSING

(1) Number of homeless persons (in shelter and out of shelter)

(2) Number of new, affordable rental units in conjunction with new development

XVII. AFFORDABLE, SAFE AND NUTRITIONAL FOOD

(1) Percent reduction of foodborne illness risk factors and public health interventions violations in city restaurants.

(2) Number of individuals who do not qualify for public assistance but experience “food insecurity” at least once over previous three month period. (“Food insecurity” is the feeling of not knowing where the next meal is coming from or an uncertain ability to obtain access to nutritious meals in socially acceptable ways.)

XVIII. PUBLIC SAFETY AND CRIME

(1) Number of reports of child and adult abuse and neglect.

(2) Perception of physical safety in community

XIX. COMMUNITY CONNECTEDNESS/ACCESSIBILITY

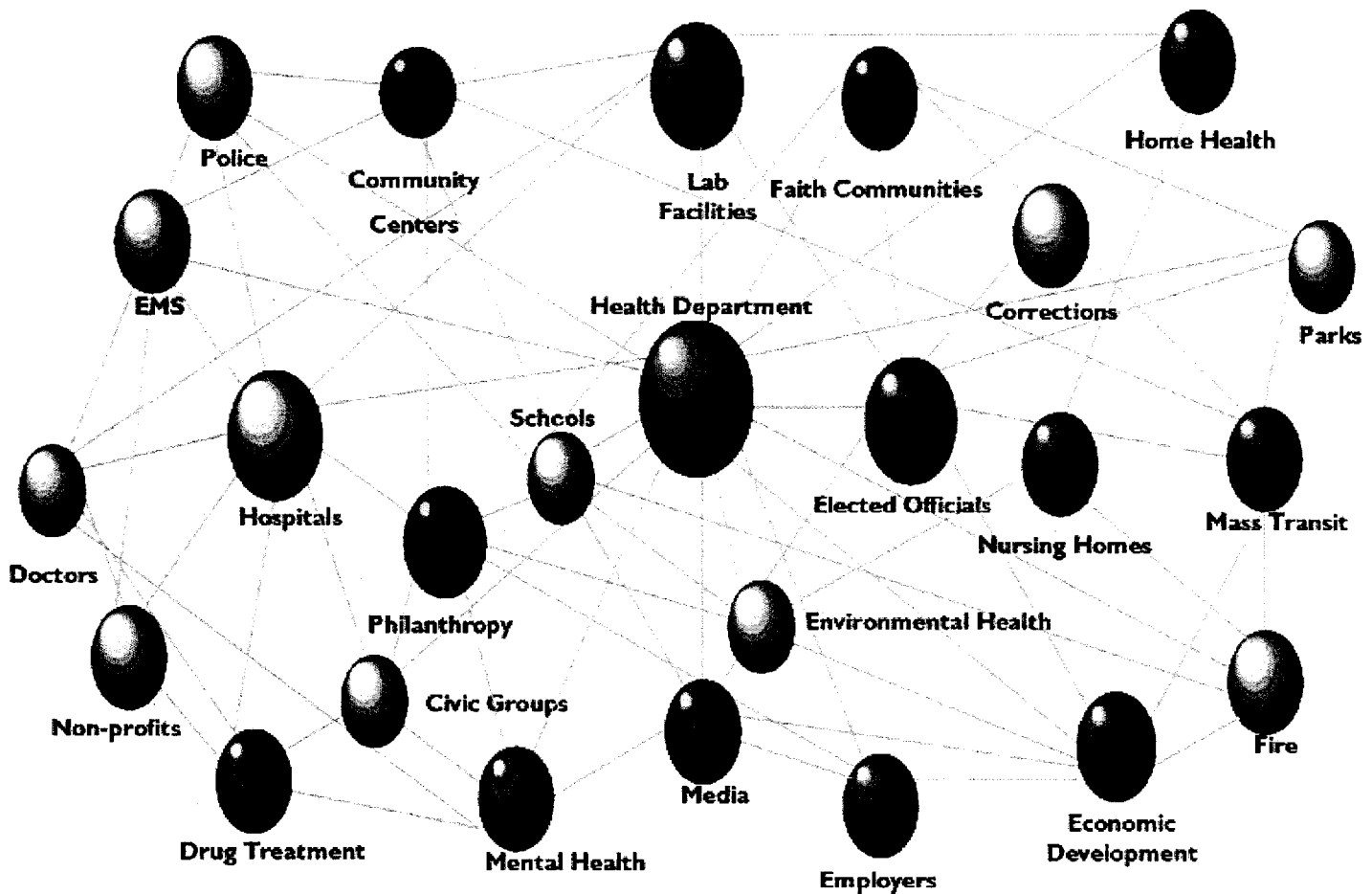
(1) Percent of young persons who report experiencing caring neighbors and neighborhoods.

(2) Percent of young persons reporting school provides a caring and encouraging environment.

(3) Percent or number of public officials, employees, board members who receive mental health anti-stigma and first aid training.

Bold italics = derived from Quality of Life Indicator set

The local public health system refers to all of the organizations and entities in a community that contribute to the health of the people who live and work there. To many, “public health” implies only the local health department. While the role of the local health department is critical to the health of the community, it is but one part of the system.



Source: NACCHO

The graphic above describes a broader system and identifies groups that contribute to all of the 10 Essential Services of Public Health. Both the MAPP (Mobilizing for Action through Planning and Partnership) process and National Public Health Performance Standards Program look at the efficacy of the system, rather than merely the contribution of the Health Department.

CITY OF ALEXANDRIA
BOARDS AND COMMISSIONS
MEETINGS ATTENDANCE REPORT

JULY 1, 2010 THROUGH JUNE 30, 2011

COMMISSION: Board of Assessment Review CHAIRPERSON: David Chitlik

The Board of Assessment Review is a State-mandated Board, tasked with hearing complaints and equalizing assessments. Members serve for a period of three years and are appointed by City Council or the Circuit Court.

The Board of Assessment Review met 26 times during FY 2011.

- The Board conducted two meetings for organizational purposes.
- Members that needed to fulfill the requirement by the State for mandatory training met on one date for that purpose.
- The remaining 23 meeting dates were for the purpose of hearing the appeals of assessment of 177 real estate parcels.



David Chitlik, Chairperson

Approved.



MEMORANDUM

ALEXANDRIA SANITATION AUTHORITY
1500 EISENHOWER AVENUE
ALEXANDRIA, VIRGINIA 22314

CITY MANAGER'S OFFICE
ALEXANDRIA, VA
2011 JUL 18 P 7 28

TELEPHONE: 703-549-3381

www.alexsan.com

To: Rose Williams Boyd, Executive Secretary,
City of Alexandria Boards and Commissions

From: Karen L. Pallansch, Engineer-Director

Date: July 8, 2011

Subject: Annual Attendance Report Submission

Please find enclosed the Authority's Annual Report for its Fiscal Year 2010 per your letter request dated May 13, 2011. The Authority's annual attendance report is also completed and attached.

In response to your questions in the fourth paragraph, please note that the Authority was created by Articles of Incorporation adopted by Alexandria City Council in 1953 and filed with the State Corporation Commission. These articles prescribe that the Board consist of five citizen members elected by City Council. The Authority's by-laws require that elections be held annually, during the Authority's annual meeting in October. A Chairman, Vice Chairman and Secretary-Treasurer are selected by simple majority from the quorum present at the meeting.

The Authority also holds an annual Board Retreat to discuss governance, leadership and policy issues. This retreat was held on March 5, 2011. In addition, the Board is following up on the governance work started during the retreat. Both Board manual and Board orientation program have been completed, as have job roles and descriptions for Board members. Work continues on stakeholder analysis and Board/General Manager communications strategies.

Please feel free to contact me with any questions.



REDEFINING **THE FUTURE OF** **WASTEWATER**

ALEXANDRIA SANITATION AUTHORITY
.....
2010 Annual Report

ALEXANDRIA SANITATION AUTHORITY
2010 Annual Report

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We are the Alexandria Sanitation Authority (ASA), operating one of the most advanced wastewater reclamation facilities in the United States on a 35-acre site within walking distance of Old Town Alexandria. ASA serves about **350,000 people in the City of Alexandria and part of Fairfax County, processing an average of **13 billion gallons** of wastewater every year.**

Here at ASA, we are committed to being an environmental steward, good neighbor, and industry leader in our day-to-day work of making dirty water clean again.

REDEFINE: to explain or identify essential qualities

FROM THE GENERAL MANAGER

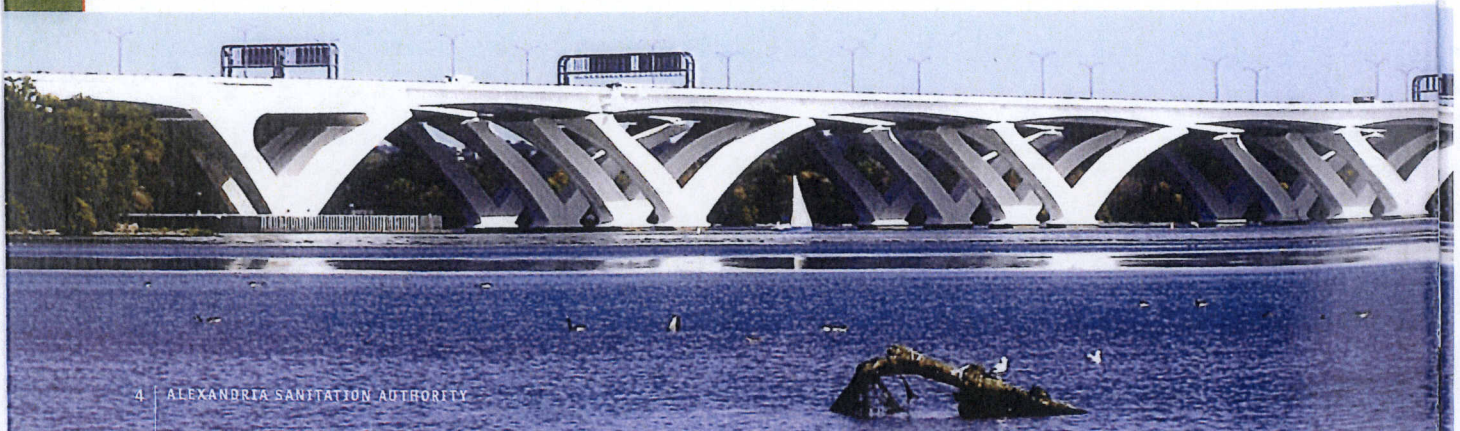


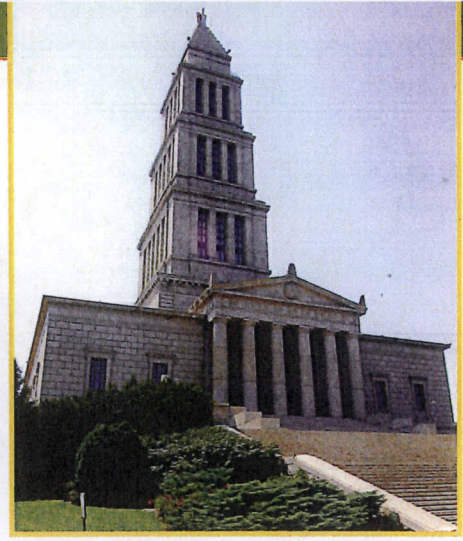
Dear Alexandrians:

It was my privilege to lead the Alexandria Sanitation Authority (ASA) in 2010, which proved to be another successful year. Our strategy was to remain focused on our core business of providing you the best and most efficient wastewater reclamation services in our region, all while adjusting to our 'new normal' economy. In essence, we are redefining the future of the wastewater industry. This focus served us well, enabling us to continue to invest wisely in new and upgraded infrastructure to support our region, the Commonwealth and you in continuing to protect our national treasure known as the Chesapeake Bay.

The challenges of protecting our global water environment are ever evolving. New regulations and research drive our investments in infrastructure, technology and training, to ensure that the quality of water returned to Hunting Creek is safe, reliable and within quality control measures. There is no substitute for clean and safe water – our employees commit to making it happen every minute of every day! Our wastewater services today also provide our community with economic development and growth opportunities. In 2010, we invested approximately \$24 million in our infrastructure, much of it spent to enhance aging equipment and to meet the new, demanding requirements our urban pressures put on our local waterbodies.

Water touches our lives every day. Yet around the world, nearly 2.5 billion people are without adequate wastewater facilities, according to the non-profit organization Water For People. Our facilities here in Alexandria are state-of-the-art, yet we are now confronted with the obligation to make these investments more sustainable while enhancing our level of treatment. Our employees rose to this challenge by implementing a sustainability framework against which our projects, programs and vendors are evaluated to insure that every decision made is fiscally and operationally balanced for its lifecycle. In addition, we work daily to be better environmental stewards, this year reducing our electrical use by over 9% and continuing to reduce the amount of chemicals we truck in to help us clean the water – a 33% reduction in use over the last three years.





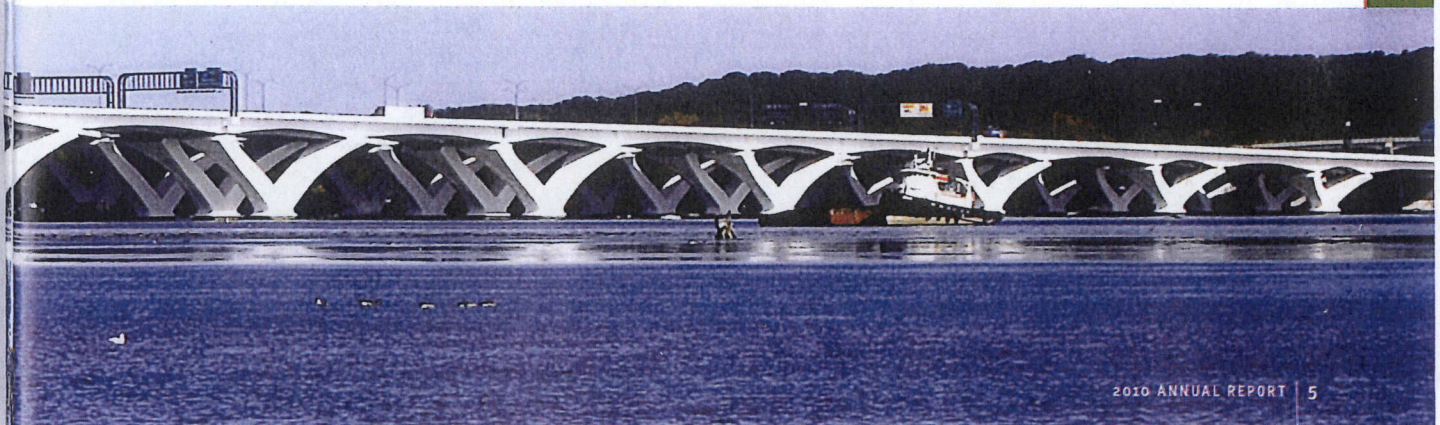
All of us at ASA take pride and satisfaction in our many accomplishments. We were recognized for another safe year by the Virginia Municipal League Insurance Pool. We also received the National Association of Clean Water Agencies Platinum Award, recognizing our employees for their exemplary performance in meeting quality indicators for five years in a row! Given that ASA has some of the toughest quality measures in the country, this is quite an outstanding achievement, showcasing the true talent and commitment of our ASA team.

Unlike the last 50 years, which provided for little change in our wastewater treatment processes, our recent past shows an end to this trend and a future filled with change, challenge and opportunities for shifts in how water is viewed and used in our communities. We are continuing our efforts to find energy balances within the process and look to enhance our products' usability, such as water reuse within South Carlyle and along Eisenhower Avenue, and the use of our solids product for soil amendments and even a regional biosolids to energy facility. Research partnerships will also play a role in our future success and we will continue to partner with Virginia Tech and Bucknell University, as well as our regional utility peers, to develop more efficient processes for cleaning our used water.

I would like to thank our Board of Directors for their support and encouragement during this last year. On behalf of our Chairman in 2010, Ed Semonian, the rest of the Board, and my colleagues at ASA, I want to thank you, our community, for your continued support of our services.

We are looking forward to another exciting and successful year!

Karen Pallansch **GENERAL MANAGER**



ASA BOARD OF DIRECTORS

ASA is governed by a board of five citizen members appointed by City Council to four-year staggered terms. It is a public body in all respects, but is independent of the City government administratively and financially. In 2010, the board successfully negotiated the land acquisition of a 10-acre parcel needed for facility expansion and upgrades, as well as approving a phased rate increase to keep pace with capital costs.

LEGACY:

.....
handed down from the past

An end of an era came in September 2010 when Edward Semonian announced his intention to step down after 31 years as board chair. Mr. Semonian was first appointed to the board by City Council on January 14, 1969. Ten years later, he was elected Chairman on October 16, 1979. In addition to being on the board, Mr. Semonian has served as the City of Alexandria's Clerk of the Circuit Court since 1980.

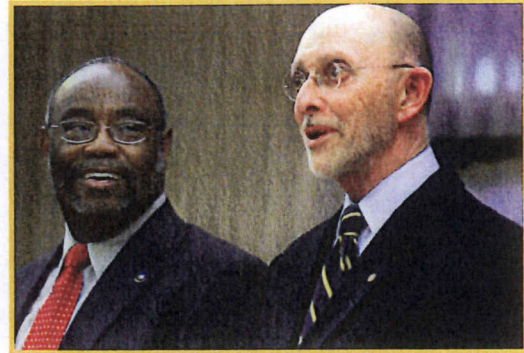


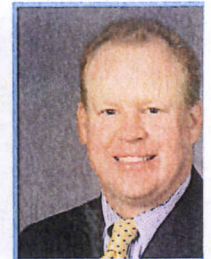
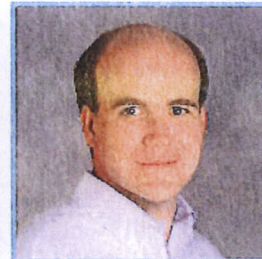
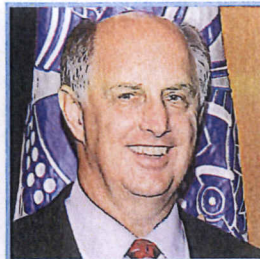
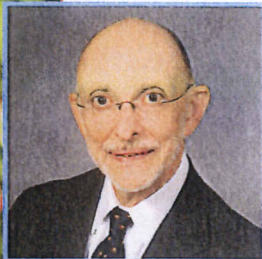
Photo: James Cullum

Mr. Semonian thanking Mayor Euille for the proclamation read in his honor.

.....
"He is a living legend for his commitment to environmental stewardship – his legacy extends beyond the City of Alexandria..."

TOM VAN WAGNER

.....
Taking over the reins from Mr. Semonian in FY 2011 is Tom Van Wagner, a fellow board member since 2001. In addition to Mr. Van Wagner serving as chair, Jim Larrison was elected as the new vice chair and Elise Fulstone will continue in her role as secretary-treasurer.



2010 BOARD OF DIRECTORS

Left to right: Edward Semonian **CHAIRMAN** • Tom Van Wagner **VICE CHAIRMAN** • Elise Fulstone **SECRETARY-TREASURER**
Jim Larrison • David Nichols

VALUES: any object or quality desirable as a means or as an end in itself

OUR MISSION

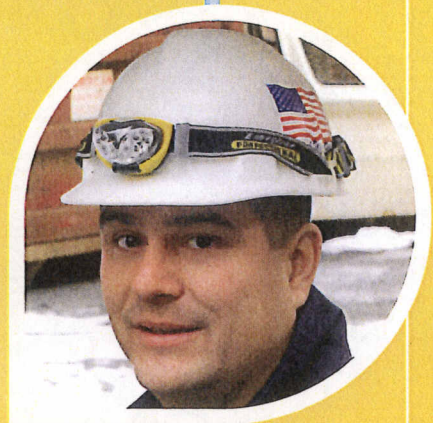
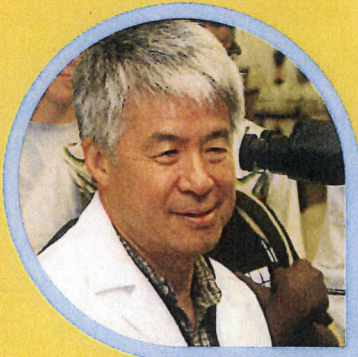
The employees of ASA are professionals working together to protect the environment for today and tomorrow. Our purpose is to produce cleaned, safe water and exceptional quality biosolids in an environmentally sound manner.

OUR VISION

Environment and People – the Best of Both!

OUR VALUES

- **Employees** that are stable, dedicated, highly skilled and diverse
- **Service** provided with an attitude of respect and fairness that delivers safe, effective and efficient public health and environmental protection
- **Innovation** that creates and inspires new ways of providing exceptional service and enhances technologies that improve how we conduct our public service business
- **Accountability** and **responsibility** for our workplace actions and our product quality
- **Leadership** that establishes the tone and direction for motivating and inspiring others to accomplish a shared vision
- **Open communications** and **transparency** within our workplace as well as with our stakeholders
- **Integrity** demonstrated through our honest and ethical actions
- **Teamwork** to work together to achieve shared goals



WELCOME TO ASA

24/7/365

Making dirty water clean again is our business, and it's a job we take seriously 24 hours a day, 7 days a week, 365 days a year. While 2010 brought its share of challenges and opportunities, the Alexandria Sanitation Authority came out on top thanks to its dedicated workforce.

It is the men and women of ASA that allow us to continually and consistently produce exceptionally clean water and biosolids at the highest standards. Through this strength of our team, we are able to keep pushing the envelope and redefining the future of wastewater – for ASA, our community, and the industry.



2010 KEY SUCCESSES

>42,000

The number of analyses performed by our highly skilled lab staff in 2010.

>6,000

The number of preventative maintenance activities completed, saving time and money in potential repairs.

17.5 years

The average length of service for our 93 employees.

185,000

The number of hours worked without a claim against ASA's Workers Compensation Insurance, thanks to a strong commitment to safety in the workplace.

13.4 billion

Total gallons of wastewater treated with perfect compliance, and returning it in crystal clear condition back into the Chesapeake Bay Watershed.



"We receive about 225 samples per week and approximately 1500 analyses are performed on these samples, along with 650 quality control samples."

JOSEPHINE REGER
LABORATORY TECHNICIAN

MATERIALS & WASTE

- Use Environmentally Preferable Materials
- Standardize Equipment Units & Spare Parts
- Utilize Sustainable Approaches for Project Execution
- Minimize Wastes Produced

CLIMATE CHANGE/ GHG EMISSIONS

- Minimize Life-Cycle GHG Emissions
- Adapt to Climate Change

STEWARD: one who manages another's property or financial affairs

We are committed to leading our region in meeting tough new standards to improve the health of the Chesapeake Bay Watershed. To this end, ASA seeks to be a financial steward for our ratepayers, as well as an environmental steward in our everyday work. This is accomplished through a focus on a triple bottom line – balancing financial, social and environmental needs. In order to incorporate this approach, a sustainability model was created to ensure that our core values are integrated within our planning efforts.

This model takes into account those triple bottom line impacts across ASA's five key business strategies: People, Environmental Leadership, Efficiency, Community Awareness, and Fiscal Responsibility.

ASA'S DECISION MODEL

ENERGY

- Reduce Energy Consumption
- Generate Energy/ Increase Use of Renewable Energy

SITE DEVELOPMENT & NATURAL ENVIRONMENT

- Create Aesthetically Pleasing Environment
- Increase Value of Ecologically Viable Areas

STORMWATER & WATER MANAGEMENT

- Maximize Use of Stormwater Resource
- Maintain Stormwater Quality
- Beneficial Reuse of High Quality Effluent

COMMUNITY RELATIONS

- Achieve Public Acceptance
- Minimize Traffic
- Minimize Odors
- Minimize Post Construction Operational Noise
- Minimize Post Construction Light Impacts
- Minimize Construction Impacts

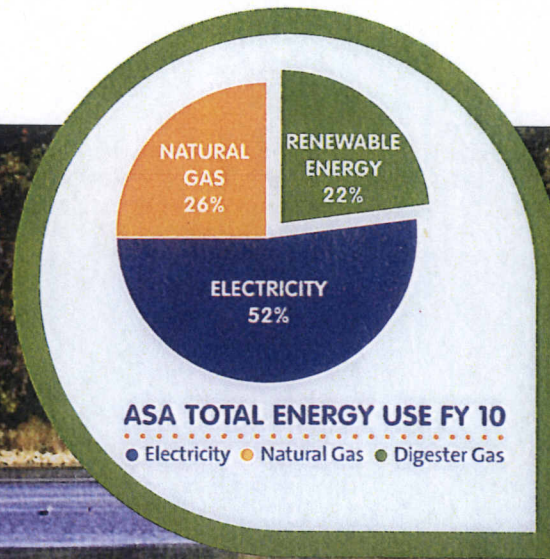
HUMAN HEALTH

- Eliminate/Reduce Physical/ Chemical Hazards
- Maintain Healthy Air Quality
- Ensure Worker Safety During Construction & Operations

SUSTAINABILITY: living and working like we plan to stay here for generations

Sustainability is one of our core business objectives at ASA. We look for ways to optimize our process, our chemical usage, our people and performance, our budgeting and financial management – all going a long way to help us ensure our value and viability into the future. We continue to take focused steps in line with our strategic and business planning process, so that sustainability becomes a holistic program integrated into our day-to-day operations and culture, as opposed to an ‘initiative’.

We track a multitude of sustainability metrics during our normal business operations, as well as with design and construction projects. Some of the highlights include:



Making a conscious decision to buy “green” – items like hybrid vehicles, green seal certified cleaning products, and office supplies.



Requiring sustainable construction practices, emissions control, and salvaging, recycling, waste minimization and disposal efforts for construction debris.

Energy consumption for our treatment operations was...

↓ 6% FOR 2010

Our treated effluent water was used for plant maintenance and cleaning, **saving nearly \$2 million** in purchased water expenses.

**1.3
BILLION
GALLONS**

Using the methane gas created by bacteria in the digesters, ASA generated close to **130 million cubic feet of renewable energy** – enough gas to heat...

**793
HOMES
FOR A YEAR**

For the last three-year period, ASA had a...

**33%↓
IN CHEMICAL
USAGE**

Entering into an energy load shedding program where ASA **helped power companies meet peak demand needs** with...

**1,700 KW
DIVERTED**



Ensuring that **32% of all construction materials** used contain recycled content, and at least 36% of materials to come from sources **within 500 miles of ASA**.

Leveraging technology through computer systems and utilizing teleconferencing has **saved over 6,500 pounds of carbon emissions to date** – this is the equivalent of...

**7 CARS
OFF THE ROAD**

Requiring B20 biodiesel blend be used for at least 50% of the contractor's fuel for construction equipment. Biodiesel is a domestically produced, clean-burning, renewable substitute for petroleum diesel and using B20 reduces carbon dioxide emissions by up to 15%.

Source: U.S. Department of Energy

LEADER: a guiding or directing head; position in advance of others

Being a leader in the wastewater industry is a direct result of our dedicated and highly-skilled employees. ASA has 93 employees to keep it on track, including trades people, executives with master's degrees, licensed engineers, and wastewater operators that are licensed at the highest level of certification for their position.

Everyone here is committed to effectively and efficiently accomplishing our core business – making dirty water clean. This commitment shows through with the awards, milestones and certifications ASA has achieved during the year.

- Received the National Association of Clean Water Agencies (NACWA) Platinum Peak Performance Award. This recognition is a special tribute to agency facilities that have **maintained 100 percent compliance** with the National Pollutant Discharge Elimination System (NPDES) permit for **five consecutive years**.
- Presented with a **Certificate of Achievement for Excellence in Financial Reporting** from the Government Finance Officers Association for our FY 2009 comprehensive annual financial report.
- **Scored 100 percent** on Virginia Municipal League Insurance Program's annual risk management guidelines assessment, earning a **five percent reduction in insurance premiums**.
- Our laboratory received its **interim laboratory certification** from the Virginia Division of Consolidated Laboratory Services in June, which is in effect until June 2012. Full certification will be granted upon completion of a formal audit process.



Steve Lee and Joel Gregory accepting NACWA Platinum Peak Performance Award.

- Completed a **favorable internal audit** to maintain our National Biosolids Partnership certification.
- Successfully completed a site inspection by the Virginia Department of Environmental Quality, including commendation for our clean facility.
- Maintained our **Extraordinary Environmental Enterprise (E3) status** in the Virginia Environmental Excellence Program for demonstrating a commitment to environmental management systems and pollution prevention.

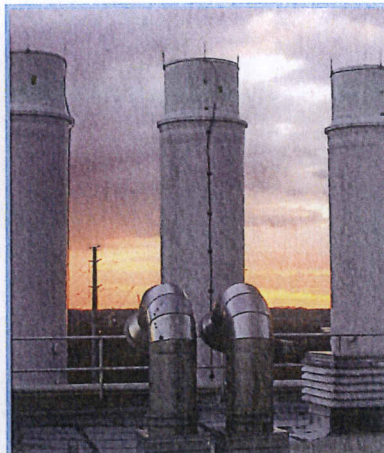
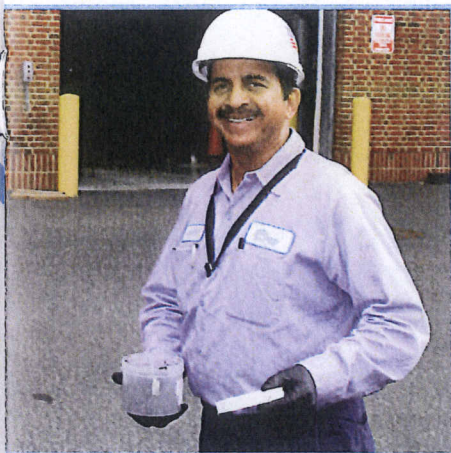


PARTNERSHIP:

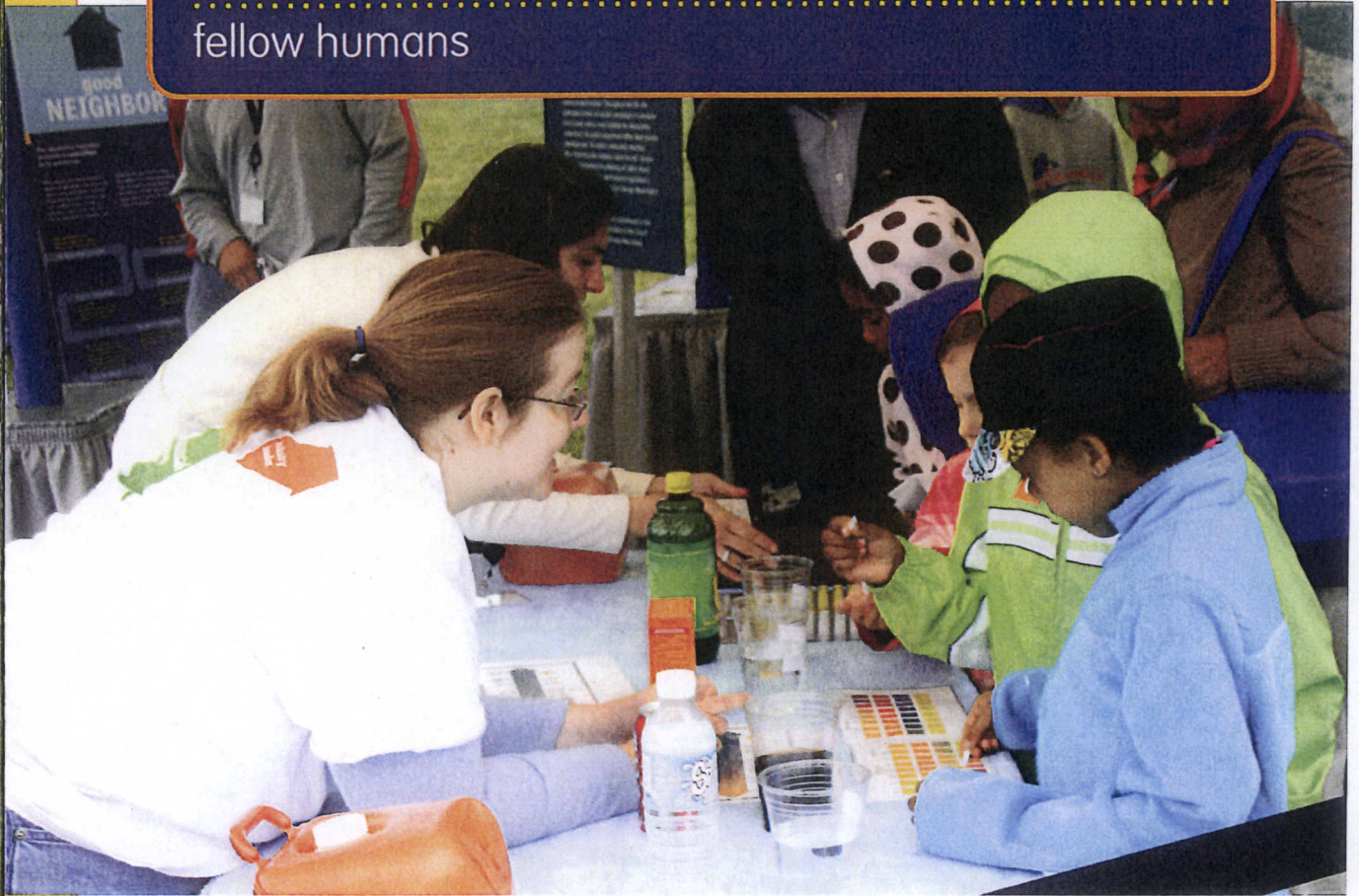
an association of persons
joined as partners in business

In addition to our talented workforce, we have benefited greatly from the partnerships forged over the years. These partnerships include:

- Being a member of the NOVA Learning Center of Excellence, a consortium of wastewater treatment plants in Northern Virginia who are combining training resources in an effort to maximize effectiveness and value by developing a sustainable workforce.
- Working with the Virginia Rural Water Association to offer our team members training sessions on skills needed to achieve licensure, as well as continuing education credits for license renewal.
- Becoming a member of the Virginia Water and Wastewater Agency Response Network (WARN) in November 2009. Our membership gave Virginia enough members to become an official WARN state, allowing mutual aid to be shared among utilities in emergency situations. This was followed by our joining the National Capital Region WARN in December 2009.
- Collaborating with the cities of Alexandria, Lynchburg and Richmond to ensure communities in Virginia with combined sewer systems continue to receive credit for exceptionally cleaned water.
- Teaming up with students and researchers at Bucknell University, Virginia Tech, and Columbia University. A variety of studies were conducted at our facility on our soil amendment product, pre-pasteurization techniques, and greenhouse gas emissions.
- Continuing involvement with the Virginia Biosolids Council and Mid-Atlantic Biosolids Association to provide assistance and feedback on key biosolids issues.
- Participating on boards, committees and taskforces through a multitude of associations like the Clean Water America Alliance, Water Environment Research Foundation, Water Environment Federation, National Association of Clean Water Agencies, and WateReuse Research Foundation — all dedicated to the advancement of the wastewater profession, improved water policy, and protecting water quality.



NEIGHBOR: shows kindness or helpfulness toward fellow humans



ASA is an active participant in local organizations and efforts dedicated to quality water, including the City of Alexandria's Eco-City Charter, Alexandria Environmental Policy Commission, Earth Force, the Alice Ferguson Foundation, and the Virginia Water Environment Association – just to name a few.

Employees here at ASA go to great lengths to give back to the community through volunteer work in our area. Staff donated their time and energy to be involved with **Earth Force's 2010 Youth Summit**, **Earth Day 2010** at Ben Brenman Park, and the **22nd Annual Potomac River Watershed Cleanup**. People also gave generously in several food, clothing and toy drives to help ALIVE! and Child & Family Network Centers meet high demand for those in need during the holidays.

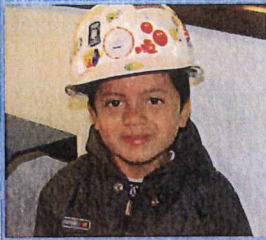
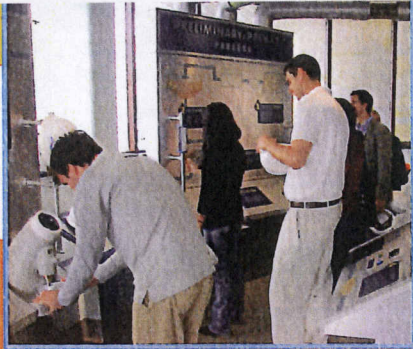
In addition, we share our facility with the **Alexandria Fire Department** and **Alexandria Police Department** for their training needs. Highlights of the trainings conducted onsite this year include confined space and rope rescue exercises, SWAT operations, fire safety, and K-9 unit trainings.



TOURS: to guide someone
on a journey

Over the last year we have welcomed hundreds of visitors to our facility, ranging from students of all ages to industry insiders and political dignitaries. We also opened our new Visitor Center in the spring of 2010, transforming an underutilized lobby space on the first floor of the Administration Building into a hands-on learning environment. Our goal was to provide a space for our community to learn about our people, our process, and our values. Visitors are greeted by an introductory "theater" area with a welcome video featuring the plant and how we treat water, as well as showcasing many of our talented employees.

The ASA Visitor Center and Mobile Learning Displays work in conjunction to further environmental stewardship, help with our utility branding, and provide a set of tools to explain the wastewater process. Finally, they provide ASA with another opportunity to either welcome the community into our award-winning facility, or bring our facility to them.



"I loved the Visitor Center because it does a commendable job of providing an overview of the plant."

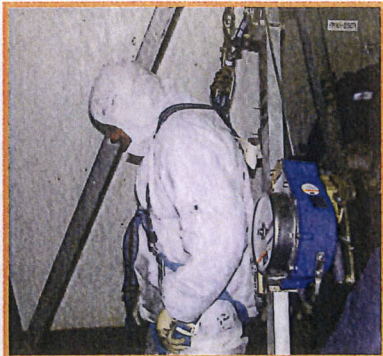
**GEORGE WASHINGTON UNIVERSITY
ENGINEERING STUDENT**

...

**ELLEN PICKERING
ENVIRONMENTAL
EXCELLENCE AWARD**

This year, ASA and the Alexandria Environment Policy Commission presented the 2nd Annual Ellen Pickering Environmental Excellence Award. This award is in memory of the late Ellen Pickering, a former City council member and ASA board member, who dedicated her life to preservation and conservation. The award is given to an outstanding City resident or group in recognition of their demonstrated commitment to protecting the natural environment and promoting environmental sustainability.

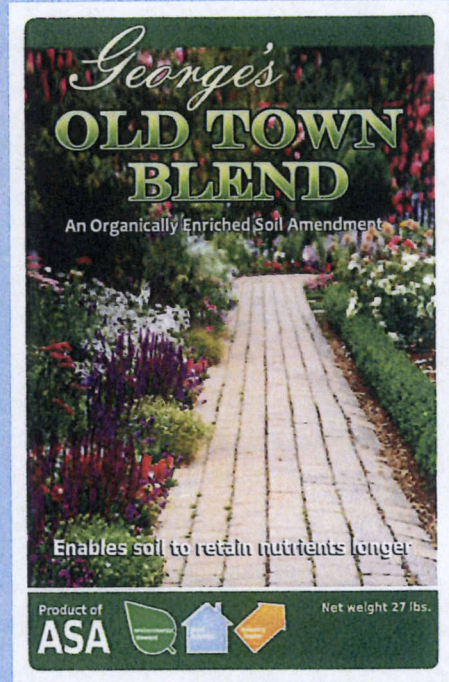
The 2010 recipient was Montie Kust, an Alexandria resident since 1957 who has opened her three-acre property up to educators, environmentalists, bird watchers, and citizens.



STATE OF THE ART: the latest and most sophisticated or advanced stage of a technology, art, or science

Biosolids: nutrient-rich organic materials obtained from wastewater treatment and used beneficially, as for fertilizer

Our facility removes over 90% of the nitrogen and close to 100% of the phosphorus from the dirty water coming into the plant. Those nutrients are what fuel the growth of algae blooms in the waterways. Instead, we take the nutrients in the removed solids and convert them into pathogen-free renewable material called Class A Exceptional Quality Biosolids. This environmentally-friendly product is provided to farmers throughout Virginia as a nutrient-rich fertilizer.

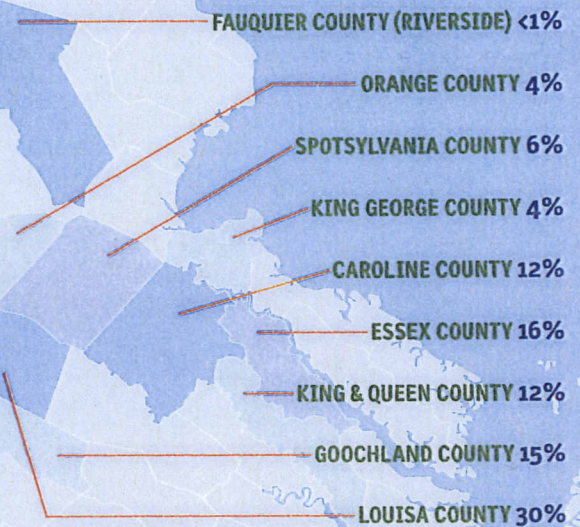


"It is a great renewable resource that lowers our commercial fertilizer bills and improves the sustainability of our 5th generation family farm."

CHARLES ROSSON
QUAKER HILL FARM

ASA and Synagro, our contract operator for biosolids distribution, were successful in receiving a permit to begin distributing our soil amendment product through other avenues. A pilot project is currently underway at our facility, and we look forward to launching a roll-out of our new George's Old Town Blend in 2011.

VIRGINIA



WHAT IS SANUP?

In 2005, Virginia imposed an unprecedented legal requirement – by 2011, ASA must remove 62% more nitrogen from our treated wastewater. That means designing, building, and installing modern equipment that allows us to meet the new regulations and do our part at improving the health of the Chesapeake Bay Watershed. The lower the discharge limits go, the more advanced/complex our facilities are needed to be – on an already constrained site. This is SANUP: our State-of-the-Art Nitrogen Upgrade Program.



A long-range planning effort was started in 2007 where the team evaluated all current and emerging technologies needed to achieve ASA's 2011 and 2030 needs and goals.

It was ultimately decided to break SANUP up into “packages” to allow us to spread design and construction costs over a 7-year period. The individual packages are:

Supplemental Carbon Improvements This work ultimately provides us with more flexibility to dose a variety of chemicals, allowing ASA to more effectively manage treatment efficiency and costs in a sustainable manner. Construction is currently underway and due to be completed in October 2011.

Centrate Pretreatment and Final Effluent Flow Measurement This is one of our most innovative technologies planned – by utilizing anammox bacteria, or red bugs, in a deammonification process (DEMON) before the biological reactor basins, ASA will no longer use the chemicals and only 30% of the energy typically needed during this treatment process. There are currently only 14 installations of DEMON in Europe, and ASA will become the first to use this technology in North America.

In addition, measurement instruments installed in the post-aeration basins will allow us to accurately measure our final effluent flow discharged to Hunting Creek. This package is scheduled to begin construction in 2011.

West Plant Site Access and Nutrient Management Facility

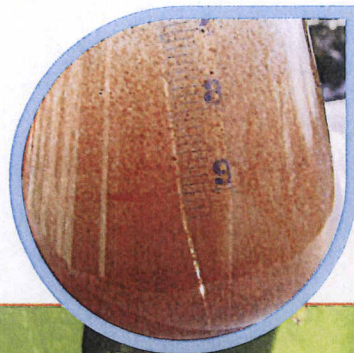
In 2010, ASA acquired a 10-acre parcel in preparation for our needed upgrade. This package includes the site work and our Nutrient Management Facility (NMF). The NMF will provide additional storage tanks allowing us to store primary effluent wastewater when nitrogen concentrations are high and then release the stored wastewater back into the basins when nitrogen concentrations are low.

Biological Reactor Basin Number 6 This is an additional reactor basin to remove nitrogen from the wastewater. Work on the new reactor basin is scheduled to begin in 2012.

These are “must have” investments for us and our ratepayers. They will help us continue to provide safe, cost-effective, exceptional service in an environmentally sustainable manner. They also allow for continued growth and re-urbanization of the area while still encouraging an Eco-City environment and generating new jobs.

MORE ON ANAMMOX

As already noted, we will be the first facility in North America to have a system in operation utilizing anammox bacteria, or red bugs. This is very exciting, but we didn't get to this point alone. In 2008, ASA partnered with DC Water, CH2M Hill, and the University of Innsbruck in Austria to do a pilot study. At the conclusion of the study, the red bugs were found to be the key to removing as much as 90% of the Total Nitrogen in the centrate – water removed by large centrifuges used in the solids processing – where nitrogen levels can be as much as 50 times higher than raw wastewater.



FINANCE: the conduct or transaction of money matters, especially those affecting the public

ALEXANDRIA SANITATION AUTHORITY

Statements of Net Assets

September 30, 2010 and 2009

Assets	2010	2009
Current Assets		
Cash and cash equivalents – unrestricted	\$ 17,292,866	\$ 12,447,164
Cash and cash equivalents – restricted	8,828,484	1,039,198
Accounts receivable	5,859,866	6,364,517
Inventory	349,517	14,622
Prepaid Expenses	219,473	-
Investments – restricted	8,379,587	9,170,713
Due from Fairfax County	531,612	-
Total current assets	<u>\$ 41,461,405</u>	<u>\$ 29,036,214</u>
Noncurrent Assets		
Investments	\$ 4,070,002	\$ 8,796,902
Capital assets, net of accumulated depreciation and amortization	525,301,869	499,115,050
Unamortized bond issuance costs	178,690	142,562
Total noncurrent assets	<u>\$ 529,550,561</u>	<u>\$ 508,054,514</u>
Total assets	<u>\$ 571,011,966</u>	<u>\$ 537,090,728</u>
Liabilities and Net Assets		
Current Liabilities		
Current maturities of long-term debt	\$ 6,505,193	\$ 6,018,322
Accrued interest payable	730,100	533,291
Accrued vacation and sick leave	603,071	736,909
Accounts payable and accrued expenses	1,994,929	4,005,405
Line of credit	10,319,950	4,050,000
Due to Fairfax County	-	762,931
Total current liabilities	<u>\$ 20,153,243</u>	<u>\$ 16,106,858</u>
Long-Term Liabilities		
Bonds payable, less current portion, net of unamortized amounts	\$ 113,555,869	\$ 106,113,910
Accrued vacation and sick leave, less current portion	\$ 344,443	\$ 440,814
Other post employment benefits (OPEB)	985,916	493,689
Total long-term liabilities	<u>\$ 114,886,228</u>	<u>\$ 107,048,413</u>
Total liabilities	<u>\$ 135,039,471</u>	<u>\$ 123,155,271</u>
Net Assets		
Invested in capital assets, net of related debt	\$ 394,920,857	\$ 382,932,818
Restricted:		
Operating	4,476,014	2,218,739
Parity Debt Service	2,288,425	585,307
Improvement, Renewal and Replacement	9,420,664	6,075,338
Construction	919,876	583,673
Unrestricted	23,946,659	21,539,582
Total net assets	<u>\$ 435,972,495</u>	<u>\$ 413,935,457</u>
Total liabilities and net assets	<u>\$ 571,011,966</u>	<u>\$ 537,090,728</u>

Utilities in our area and around the country are facing a continued struggle to balance the needs of replacing an aging infrastructure in spite of increasing costs and an ever-changing economy. ASA worked tirelessly in 2010 to meet that challenge, reducing expenses by over \$1.2 million while increasing our net assets by 5.8%. We also put into place prudent financial and investment policies to better position us to meet anticipated and unexpected cash flows.

The Need to Raise Rates

It's a fact: the cost of treating water is going to increase in the coming years. One reason is more stringent environmental regulations that call for cleaner wastewater that will help restore the health of the Chesapeake Bay. This requires ASA – and other wastewater treatment agencies in the region – to upgrade our facility so that we can continue to operate.

Plans are well underway for SANUP, which will cost an estimated \$129 million over the next seven years.

Other capital projects are planned to upgrade pump stations, manage biosolids in a sustainable way, and develop a water reuse program. These projects will cost approximately \$222 million over ten years, and are necessary steps to allow ASA to continue to serve you – our customers.

To achieve upgrade projects of this magnitude, and comply with Virginia DEQ and EPA regulations, a rate revenue increase was needed. After a detailed rate study, ASA's Board opted to approve a 3-year phased approach to the Board: with the first increase going into effect October 1, 2010, and subsequent increases in 2011 and 2012. The rate increase does not affect the per gallon charge for water consumption, but it does increase the ASA account service charge by roughly \$0.25/month and adds a new Bay Protection Charge – a fixed charge to recover capital expenses needed to upgrade ASA infrastructure. These upgrades are all focused on protecting the health of the Chesapeake Bay Watershed.

ALEXANDRIA SANITATION AUTHORITY

Statements of Revenues, Expenses and Changes in Net Assets

Years Ended September 30, 2010 and 2009

	2010	2009
Operating Revenues		
Sewage disposal charges:		
Regular	\$ 29,630,580	\$ 28,165,436
Special	981,635	591,394
Fairfax County:		
Regular	12,461,259	12,794,569
Miscellaneous	33,211	174,044
Total operating revenues	<u>\$ 43,106,685</u>	<u>\$ 41,725,443</u>
Operating Expenses		
Personnel services	\$ 11,984,116	\$ 12,847,090
Utilities	2,894,032	3,739,917
Chemicals	1,355,756	1,654,507
Operations maintenance	1,565,870	1,158,143
Sewage disposal services, Arlington County	1,256,040	1,270,381
Sludge disposal	891,508	989,002
Amortization	684,390	325,498
Depreciation	8,579,387	8,586,583
Replacements, sewage disposal system	622,737	149,707
General, administration, customer service, and other	2,646,080	2,791,919
Total operating expenses	<u>\$ 32,479,916</u>	<u>\$ 33,512,747</u>
Operating income	<u>\$ 10,626,769</u>	<u>\$ 8,212,696</u>
Nonoperating Revenues (Expenses)		
Investment income	\$175,253	\$ 237,065
Interest expense	(4,043,707)	(3,951,887)
Total nonoperating revenues (expense)	<u>\$ (3,868,454)</u>	<u>\$ (3,714,822)</u>
Change in net assets before capital contributions	<u>\$ 6,758,315</u>	<u>\$ 4,497,874</u>
Capital Contributions	<u>15,278,723</u>	<u>19,565,293</u>
Change in net assets	<u>\$ 22,037,038</u>	<u>\$ 24,063,167</u>
Net Assets		
Beginning	<u>413,935,457</u>	<u>389,872,290</u>
Ending	<u>\$ 435,972,495</u>	<u>\$ 413,935,457</u>



1500 Eisenhower Avenue
Alexandria, VA 22314-3417
Tel 703-549-3381
www.alexsan.com

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Advancing art therapy to restore and enhance lives

July 18, 2011

City Council Progress Report

To whom it may concern:

The Torpedo Factory Art Center Board is submitting the attached report of its work in forwarding the arts education goals of the Torpedo Factory Art Center. The Board is committed and actively engaged in improving the management of the Torpedo Factory Art Center. The Board developed and approved its operating budget to begin July 1, 2011; therefore financial statements are not available at this time.

Please let me know if you have additional questions or you need more information.

Sincerely,

A handwritten signature in black ink, appearing to read "Susan Corrigan", is written over a faint, circular stamp or watermark.

Susan Corrigan
President
Torpedo Factory Art Center Board

and

Executive Director
American Art Therapy Association
225 North Fairfax Street
Alexandria, VA 22314
Main 703-548-5861 / Direct 703-548-5866 / Fax 703-783-8468
SCorrigan@ArtTherapy.org; www.AmericanArtTherapyAssociation.org

CITY MANAGER'S OFFICE
ALEXANDRIA, VA
12M1 JUL 18 P 1:37

Report of the Torpedo Factory Art Center Board to the City of Alexandria: Management and Revitalization of the Torpedo Factory Art Center

July 18, 2011

The City Council of the City of Alexandria appointed a new Board of Directors for the Torpedo Factory Art Center in December of 2010 to increase the scope of experience and resources that could help strengthen the Torpedo Factory Art Center and enhance its growth and recognition in the community and around the world. The Articles of Incorporation and Bylaws developed by the city, detail the mission and purpose of the Art Center.

In summary the goals of the newly created governance structure are to:

- Enrich the enjoyment and understanding of the visual arts by a diverse group of people of all ages,
- Enhance 'hands on' exposure to art through increased use by the greater community of the educational programs such as artists on site, The Art League programs, various mentor programs, lectures, gallery exhibits and other educational programs provided year round through the Art Center,
- Revitalize the Art Center facility so as to attract growing interest in art by visitors from around the world,
- Encourage on-going use of the educational and cultural programs and events at the Art Center by a growing number of people from all backgrounds.
- Promote the Torpedo Factory Art Center as an outstanding visitor's destination and learning center for the visual arts located within in the City of Alexandria within the greater Washington DC area.
- Provide strategic direction and management to the operations to ensure long term viability of as a renowned and dynamic art center.

The management and oversight of the Center transitioned fully from the Torpedo Factory Artists Association (TFAA) to the new Board of Directors of the TFACB, a 501(c)3 not for profit organization as of July 1, 2011. Prior to that time the TFACB worked to ensure an effective transition by ensuring the all management and financial requirements were prepared to undertake its role effectively.

The initial management and functions that were implemented prior to the transition include:

- Established the governance structure and financial management and reporting systems and processes to ensure financial viability, accountability and organizational stability. Established 5 standing Committees and 1 ad hoc committee to undertake the initial work of the organization.
- Building the staff under an interim Chief Executive Officer recruited by the Board and in place on June 1, 2011.
- Enhanced the communications, marketing, brand development and promotions efforts so as to deepen the existing communications programs and attract a growing number of visitors to the Art Center each year.

- Launched resource development activities under the Resource Development Committee that expand the current funding streams and maintain revenue to support the Art Center in its developmental stage.
- As part of its overall policy role, the Board will initiate a Three Year Strategic Plan process beginning with the vision, goals and objections for the Art Center under the leadership of the Strategic Plan Committee.

Report to the City Council:

This report outlines the specific management and functional areas essential to the effective transition of the governance and management oversight and basic functions of the Torpedo Factory Art Center that will have been completed by July 31, 2011.

Established governance and financial management and reporting systems and processes so as to ensure financial viability and organizational stability.

A number of key initial governance actions have been undertaken by the Board including:

- Secured Directors & Officers Liability Insurance and other required insurance coverage necessary for the building operations and staff requirements.
- Conducted the election of the Officers, established the standing Committees and appointment of the chairs by the Board President.
- Development of the record retention process including the recording of the Minutes and Board actions, as well as a secure record storage process for all future governance and historic information of the Art Center.
- Review for the technology systems and resources that support the current information technology management; develop a plan to update and build a secure IT system and generate the equipment and expertise required.
- Entered a three year lease with the City of Alexandria for the facility; entered leases with the Art League and the Torpedo Factory Artists Association for 2012. In the process of developing Memorandum of Understanding with three related entities.
- **The report of the Governance Committee is attached.**
- Memorandum of Understandings with all appropriate parties have been initiated.

Financial management requirements have been initiated:

- Engaged a contractor to manage the financial operations and produce timely financial reports.
- Conducted an initial financial management pre-audit to identify controls that could be improved and to find initial financial savings which might be achieved through improved banking systems, full electronic financial systems implementation for all transactions, greater collaboration in fundraising activities, and other means.
- Applied for and received the organization's IRS 501 (c) 3 tax status designation.
- The accounting software, data security, bank and transaction processes have been established.
- The 2012 Consolidated Budget has been developed and approved to accurately reflect projected costs for the first full operating year.

- Raised more than \$42,000 in resources prior to the July 1 transition. A volunteer lead Resource Development Plan has been developed and implemented to provide balance to the existing funding streams and ensure long term viability for the Center.
- In the process of coordinating all planned building improvements with the city so as to maintain a safe and efficient facility.
- Related trademark for the name has been secured and the domain name is under control of the TFACB.

Build the staff leadership and composition under the interim Chief Executive Officer

- The Search Committee made the recommendation to the Board for the leadership staff appointment to include an interim and long term CEO.
- An experienced interim Chief Executive Officer has been recruited to manage the daily operations of the Center and to actively participate in growing the national prominence and use of the Torpedo Factory Art Center. He began work on June 1, 2011.
- The staff of the TFACB has been hired initially as job requirements to manage the TFAC are determined. That process includes: Analysis of the staffing requirements, job descriptions and procedures, and develop state of the practice Human Resources Policies and Procedures for the Art Center
- The Board is continuing its full CEO search to find the permanent CEO.
- The Personnel Manual is in development.

Enhance the communications, marketing, brand development and promotions efforts so as to deepen the existing communications programs and attract a growing number of visitors to the Art Center. The Marketing Committee has undertaken the following:

- A comprehensive marketing, communications and promotional plan will be developed and integrate with existing community communications vehicles and expand to other vehicles.
- EVENT RENTAL MARKETING: The highest marketing priority of the TFACB is to generate building rental revenue as quickly as possible. The Torpedo Factory and ACVA will co-sponsor an event titled “FREEZE” on August 17. Pre-event invitations will target 3,000 meeting planners to raise awareness of the Torpedo Factory with targeted attendance of 250.
- BANNERS: The Marketing Committee collaborated with the Torpedo Factory Artists Association, the Alexandria Arts Commission and the City’s Department of Planning & Zoning to finalize a comprehensive outdoor sign initiative that includes banners, entrance signs and window decals. Existing signs were removed and replaced with a more unified and inviting design.
- ADVERTISING: Advertising targeting visitors to the Capitol Region includes full page advertising in Where Guestbook – Washington DC, Where Magazine – Washington DC, the Official Alexandria Map, and the Official Alexandria Visitors Guide. The plan will reach nearly 10 million, up from 750,000 in the previous year. The total cost \$37,000 may be subsidized by a grant from the Alexandria Marketing Fund (application pending), and the Torpedo Factory Artists Association, for a net cost of \$9,250.

**Torpedo Factory Art Center Board
Governance Committee
Report for July 2011**

Members:

- Betsy Anderson
- Ann Dorman
- Donna Fowler
- Tom Gates
- Marian Van Landingham

Charge:

- To provide recommendations and guidance to the Board regarding all questions of procedural protocol, including but not limited to:
 - the process for the election of officers.
 - the process for filling Board vacancies.
 - the process for appointing Committees of the TFACB.
- To provide recommendations to the President on the matter of Committees, including but not limited to*:
 - the appointment of committee members.
 - the filling of any committee vacancies.
 - the change in any committee's membership or composition.

*Per TFACB Bylaws, any action of the President on these matters is subject to Board approval.
- To organize, conduct, and report all elections of TFACB Officers annually or as required.
- To make recommendations on terms for board officers.
- To set the calendar of board meetings up to one year in advance.
- To create a detailed position description for board members, including expectations for members.
- To establish a code of conduct for the board.
- To draft and provide for Board consideration any proposed change to the TFACB's Bylaws or Articles of Incorporation.
- To establish a board evaluation process.
- To develop a procedure for board members' orientation.
- By Board request, to review, investigate, and make recommendations to the Board regarding the removal of any Officer from the Board.
- To make recommendations to the board, as may from time to time be necessary for the enhancement of Board efficiency and/or effectiveness.
- To recommend the board follow Robert's Rules of Order.

- To establish a process for board evaluation and strategic planning for the board (to be completed in the third quarter of Calendar Year 2011).
- To recommend that any executive session of the board be at the conclusion of all other business whenever practical.

The Governance Committee recommended the following motion, which was adopted by TFACB:

That the TFAC board agree to a policy for public comment during the last 15 minutes of each meeting (later amended to be at the start of each meeting for 10 minutes) during which interested parties not on the board may address issues of the TFAC board. Each person wishing to speak may do so for not more than two minutes. The TFAC board president will add this as an item to each board meeting agenda.

The Committee developed a Code of Conduct and position description for board members (attached to this document and a part thereof).

A "Policy Manual" is in development.

The Governance Committee recommended the following motion, which was adopted by TFACB:

The TFACB adopted a Conflict of Interest policy at its April 13, 2011 meeting that requires each board member to sign a statement acknowledging any potential conflict of interest at the beginning of each calendar year. These signed documents will be kept as part of the permanent records of TFACB.

A motion to define a conflict of interest as it relates to Torpedo Factory facility lease negotiations by the Board was presented to and adopted by TFACB:

For purpose of exercising the TFACB's responsibilities related to the negotiation of lease agreements for the use and occupancy of the Torpedo Factory Art Center, any Board member who is an elected officer of any organization with which the TFACB negotiates directly and/or any member who may be directly or indirectly affected by the terms resulting from any lease negotiation of the Board, shall be considered an Interested Person as defined by the TFACB Conflict of Interest policy and shall recuse themselves from all discussion, negotiation, and action related to that portion of the lease negotiation from which the conflict arises.

Pursuant to the Board adopted Conflict of Interest policy, any member who is determined by the Board to have failed to disclose a Conflict of Interest shall be removed by the Board from all discussion, negotiation and action that relates to the source of the conflict.

The governance committee will meet on the following dates during the second half of CY 2011 (all meetings are from 10:00-11:00 am)

- July 22 in TFAC studio 223 (only if needed)
- No meeting in August
- September 9 in TFAC studio 223
- September 30 in TFAC studio 223
- October 28 in TFAC studio 223
- November 18 in TFAC studio 223
- December 16 in TFAC studio 223

The committee plans to recommend (not completed) that any cumulative expenditure of \$5000 or more above the approved budget will be subject to Board approval. Decisions to shift expenses from one budget line item to another that do not change the budget bottom line will be reported, for information only, to the Board.

Attachments:

Job Description & Code of Conduct

**Torpedo Factory Art Center
Board of Directors
Board Member Job Description and Code of Conduct**

Purpose: The purpose of the Torpedo Factory Art Center Board, as described in its Articles of Incorporation, is:

- To carry out the Alexandria City Council's desire for the Torpedo Factory Art Center (TFAC) to continue its integral role in the economic, cultural, and educational framework of the City of Alexandria.
- To support TFAC as an internationally recognized art center important to the cultural, educational, and economic vitality of Alexandria.
- To support the TFAC as an important part of the arts community that attracts thousands of visitors to Alexandria.
- To sustain the acclaim TFAC has brought to Alexandria, first as an inventive re-use of a building and later as a proud reflection of a community's commitment to its quality of life.
- To support the commitment, dedication, and hard work of the many artists who have contributed their time, talent and artistic energy to the development of TFAC.
- To support TFAC's goal to provide residents and visitors with opportunities to interact with artists, learn of the process for creating fine art, and experience the intersection of art and community.
- To continue TFAC's critical role in supporting Alexandria's economy, drawing visitors and residents to our streets and our retail and commercial establishments.
- To manage TFAC operations to ensure its ongoing success.
- To provide TFAC with a broad range of expertise and community-based citizen support.

Board Composition and Length of Term:

- The Board has 13 members, 11 members appointed by Alexandria City Council and 2 *ex-officio* members.
- Initial Board terms were determined by Alexandria City Council. Members serve 1, 2, or 3-year terms.
- Board members are eligible for reappointment to the Board and can serve no more than x consecutive terms.

Meetings and Time Commitment:

- Board members are required to attend at least 75 percent of Board meetings each year. Excused absences are granted by the president if informed by the Board member within a reasonable period in advance of the Board meeting.
- Board meetings are held for approximately two hours every other Wednesday evening at 5:30 PM. Additional Board meetings may be scheduled at the discretion of the Board president.
- Board members are expected to read all reports and other material sent to them in advance of Board meetings and be prepared to participate in meeting discussions.
- Board members may be asked to attend occasional special events on behalf of TFAC.

Committees:

- Each Board member is expected to serve on at least one standing committee and on ad hoc committees or task forces as needed.
- Board committees meet regularly, as scheduled by the committee chair.

Finances:

- Board members must become familiar with TFAC's finances, budget, and financial needs and be prepared to review and approve an annual operating budget and financial audit for TFAC.
- Board members will review financial reports prepared on a regular basis by the TFAC executive director.
- Board members must ensure that proper financial controls and procedures are in place.
- Board members are expected to assist in raising funds and attracting in-kind donations for TFAC.
- Board members are expected to contribute to TFAC financially, commensurate with their ability.

Programs and Outreach:

- Board members should keep informed of all TFAC programs and services and keep abreast of arts-related developments in the city and state.
- Board members should serve as advocates for TFAC, helping to promote TFAC and its activities widely in the community.
- Board members should be alert to community concerns and issues related to TFAC and bring them to the Board for discussion, if appropriate.
- Board members should help recruit non-Board-members, as needed, to assist with special initiatives or provide special expertise.

Policies and Procedures:

- Board members should develop a thorough understanding of Board policies and procedures and adhere to them scrupulously, particularly the Conflict of Interest policy.
- Board members must adhere to the TFAC Board Code of Conduct.

- Board members should be prepared to develop and approve new policies and procedures, as needed.
- Board members must understand that TFAC Board meetings are always public meetings, permitting anyone to attend, unless the Board adopts a motion to enter into Executive Session.
- Board members must participate in regular strategic planning for TFAC operations and monitor its own and TFAC performance against goals set in the strategic plan.
- Board members must participate in Board (not individual) self-evaluation on a regular basis.
- Board members must be prepared to define qualifications for, help recruit, and provide an orientation for new Board members.

Personnel and Staffing:

- Board members recruit, hire, and monitor the performance of the TFAC executive director, who is responsible for hiring and managing other TFAC staff.
- The Board works with the executive director to implement policy and programs.
- The Board maintains oversight and responsibility for all TFAC operations, but does not engage in day-to-day management of staff or TFAC operations.

Board Qualifications:

- Interest in and knowledge of the arts in general and the arts community of Alexandria in particular.
- Familiarity with the Torpedo Factory Art Center, its artists, and its programs.
- Commitment to the success and growth of the Torpedo Factory Art Center.
- Experience in one or more of the following: strategic planning, management, financial analysis, fund-raising, and communications and marketing.

Code of Conduct

TFACB members are charged with fulfilling the mission established in the By-Laws and working in the best interests of TFAC. The TFACB Code of Conduct is designed to enable the Board to work efficiently and effectively and to establish clear expectations for Board participation and behavior.

Members of TFACB will:

- Comply with TFACB by-laws, Articles of Incorporation, and policies.
- Accept fiduciary responsibility for TFAC.
- Focus on supporting TFAC and its mission, not on personal goals.
- Adhere to the TFACB Conflict of Interest policy by avoiding and/or disclosing potential conflicts of interest.
- Maintain confidentiality for privileged information and discretion in discussing TFACB activities and decisions with others.
- Prepare for Board and committee meetings by completing tasks as assigned and reading materials in advance.
- Participate actively in Board discussions and deliberations.
- Serve as TFAC ambassadors to the community and keep abreast of issues affecting TFAC and the Alexandria arts community.
- Understand the Board's role with respect to TFAC staff:
 - The TFAC executive director is the liaison between the Board and TFAC staff.
 - The TFAC executive director takes direction from the Board as a whole and not from individual Board members.
 - The TFAC executive director supervises and evaluates TFAC staff, in consultation, when necessary, with the Board.
- Support Board decisions.
- Maintain respect, courtesy, and fairness toward fellow members in Board discussions and activities.



City of Alexandria Social Services Advisory Board



Department of Community and Human Services
2525 Mt. Vernon Avenue
Alexandria, VA 22301

TO: Alexandria City Council
FROM: Jason Dechant, Chair, Alexandria Social Services Advisory Board
703-861-4493, jasondechant@gmail.com
DATE: December 2010
SUBJECT: Alexandria Social Services Advisory Board Annual Report 2009-2010
ATTACH: Social Services Advisory Board "Goals and Objectives" Document

CITY MANAGER'S OFFICE
ALEXANDRIA, VA
2011 JUN 22 A 10:16

Pursuant to Alexandria City Code, the Alexandria Social Services Advisory Board (SSAB) is chartered to "(1) interest itself in all matters pertaining to the social welfare of the people of Alexandria, (2) serve as the public welfare advisory board of the City, and (3) monitor the formulation and implementation of social welfare programs in the City." This 2009-2010 Annual Report conveys the Board's accomplishments in performing these functions. The attachment to this report is a working "goals and objectives" document that further outlines the Board's stated goals and details the tasks it has performed in pursuit of those goals.

Notable SSAB activities/accomplishments in 2009-2010 include:

- Monitoring social services
- Overseeing DCHS performance
- Active involvement in outreach
- Recognizing high-quality DCHS staff
- Fostering SSAB participation
- Advising City strategic planning

Over the past year, Alexandria's SSAB worked diligently to perform its functions for the City. While the breadth of its activities is not delineated here, what follows is a summary of the major accomplishments stated above that should attract the Council's attention. These SSAB accomplishments include:

1. Ongoing monitoring of social services offered to Alexandria's citizens. In 2009-2010, the Board visited many of the City's major social service centers to better understand how services were administered and to provide feedback to staff on how they might improve services.

2. Routine oversight of Department of Community and Human Services performance. As a part of regular business, the Board reviewed the Department of Community and Human Services (DCHS) monthly reports to help ensure that services were being provided

in a timely and efficient manner. Any anomalies in reporting were investigated by city staff. The SSAB also received monthly reports from city staff on DCHS realignment and provided feedback and input into the process.

3. Active involvement in DCHS outreach in the community. Over the past year, the SSAB worked hard to become much more active in DCHS outreach by providing volunteer support to a number of DCHS-related events including: Family Fun Day, Holiday Sharing Program, Tax Preparation Sessions, and the Foster Child Graduation Party.

4. Promoting high-quality social services by rewarding exceptional social services staff. The Board considers one of its more important goals to strengthen the quality of services by showing appreciation to the staff responsible for providing them. It has done this through its donations to the three staff appreciation months: social workers, eligibility workers, and support staff. For the second year in a row, the Board solicited donations from Mt. Vernon Ave. businesses and was able to present gifts to staff (via raffle system) with a total value over \$500.

5. Fostering of board participation and community leadership. The level of participation in citizen boards varies and the SSAB is no different. However, over the last year, the SSAB had a full roster for the entire year. There are likely many reasons for this, but a major contributor is that the Board actively recruited new members to fill vacancies and, in doing so, reached out to various parts of the community. Another reason the SSAB has retained a full contingent is the level of activity of board members—no single board member is responsible for the accomplishments outlined in this report. Rather, the Board has worked together to achieve these goals, therefore creating the type of environment that gives rise to community leaders and greater involvement. As an example of this, an SSAB member—Ms. Whitney Dubinsky—was a recipient of the 25th Annual Park and Recreation Commission CIVIC Award.

6. Providing advice and input to City planning activities. The SSAB exists, in large part, to provide input and perspectives to City staff and the Council. This past year, SSAB members were actively engaged in the City’s Strategic Planning initiative by participating on a number of the committees to provide input into the exercise. In addition, the Board provided input in the Department’s realignment effort offering insights from experiences of the members in similar realignment initiatives in human services and elsewhere.

In addition to extending the activities above into the coming year, the SSAB has identified a number of additional areas it would like to emphasize:

1. Identify new needs that appear at the “seams” between boards. The SSAB is unique in that it has a broad charter and is not limited by narrow missions/functions (such as age, gender, etc.). In the coming year, the Board plans to identify additional issues to take on that are not addressed by other boards due to their scope or perhaps issues that are not properly addressed

because they have competing boards/interests vying over them. The SSAB can work to address these issues and/or facilitate ongoing work across boards.

2. Provide support to DCHS and the Council. The SSAB seeks to better support both DCHS and the Council through any number of measures. It has done this over the past year by reviewing DCHS initiatives and providing feedback on selected topics. The Board plans to do more of this in the coming year and is eager to support the Council in any way. The SSAB invites the Council to provide it with topics and/or specific areas where it could use assistance.

3. Continue to advocate for child welfare issues. The Board has taken up advocacy issues (e.g. foster tuition waiver) with varying degrees of success. It is imperative the Board build upon these experiences and develop other areas of advocacy where it can seek to improve the welfare of Alexandria's children.

The preceding outlines some of the major SSAB accomplishments of 2009-2010 and the direction the Board is going in the coming year. The appendix to this report further details the activities of the SSAB and organizes them by its stated goals and objectives. None of these things would have been accomplished without the ongoing cooperation and support of the city staff. The Department of Community and Human Services management and staff have been an integral part of the SSAB functions and rightfully share the credit.

The City of Alexandria's Social Services Advisory Board aids the City in providing the needed social services to the citizens of Alexandria. As such, it welcomes interaction and engagement with members of Council if there are matters with which the SSAB may assist.

ATTACHMENT: Social Services Advisory Board Goals and Objectives Document

Last updated April 2009

Alexandria Social Services Advisory Board

Goals and Objectives

(Goals are numbers 1-4. Objectives are lettered)

1. Ensure safety and well-being of children at-risk of abuse and neglect and foster a permanent connection to family.

- a. Encourage Alexandria's citizens to become involved in protecting children by taking steps to prevent abuse and treat those who have been abused.
 - Review DCHS materials and discuss how they are used.
 - Participate in public education events such as Child Abuse Prevention month, Foster Care month, Adoption Saturday, and similar events.
 - Ask SCAN to brief the SSAB on its activities and how it works with DCHS.
 - Visit the Child Advocacy Center and become familiar with its services.
- b. Carry out ongoing monitoring and oversight of child welfare activities.
 - Select areas for briefings from the budget topics and ask, after each briefing, if there are any actions the Board should take.
 - Review statistics and performance measures from the budget and the monthly report currently provided to the Board. Add additional report items as appropriate. Follow up on problem areas.
- c. Advocate for full funding and staffing needed to implement best practices in child welfare and advocate for needed policy changes (legislative and administrative).
 - Meet at least annually with the City legislative liaison.
 - Continue to support increases in foster care rates from the State.
 - Identify additional initiatives for advocacy.

2. Ensure that low-income individuals and families receive needed assistance quickly and courteously.

- a. Routinely monitor application process for timeliness and quality.
 - Observe the application process at least once every 6 months.
 - Receive presentation on application process including an explanation of current performance reports (e.g., what do the numbers mean, where do they come from) to determine the appropriate way for the Board to monitor performance.
 - Explore whether or not we should seek a customer service survey to see how clients feel about the services they receive.
- b. Encourage participation by eligible citizens of Alexandria.

- Identify underutilized programs and identify the problems causing the underutilization.
 - Meet with representatives of advocacy groups to seek their input into actions the SSAB might take to improve participation (quantity and quality).
3. **Develop a knowledgeable and respected voice for the Board concerning social services and child welfare issues.**
- a. Fill Board membership with interested citizens and productive members.
 - Resolve parent vs. citizen vacancies to ensure prompt listing and expedient processing.
 - Actively recruit interested and qualified friends/neighbors/colleagues to the Board.
 - Discuss how to improve advertising for members and discuss whether or not the Board should request that the current categories be changed by the City Council.
 - b. Include staff presentations as a regular part of Board meetings.
 - See 1 (b). Briefings should also include outside groups who would tell the Board what they are doing and how the Board and DCHS might help.
 - Review each Board goal or objective at a meeting by coordinating the agenda to that goal/objective and reviewing progress toward the goal.
 - c. Encourage visible participation in City events.
 - Keep event calendar and have members sign up for events at each meeting to ensure visibility at all relevant activities.
 - Encourage members attending an event to report on the event and to bring back the name and contact information of someone from another agency and an issue which is important to them. Then, as a group, decide if this is an organization we need to partner with in order to help us achieve our goals. Written reports can be attached to the monthly agenda.
 - d. Develop and maintain liaison role with other Human Services Boards and the community.
 - Identify the most relevant boards.
 - Continue to send representatives to the Early Childhood Commission and the Youth Policy Commission.
 - Assign individual board members to review the minutes of meetings of specific boards where the SSAB is not represented. Receive reports on these and the other boards as appropriate.
 - Routinely share our agendas and minutes with other relevant boards.
 - Talk to other boards about how they share information. Seek advice of City Attorney if necessary. Explore how information can be exchanged on-line in an open manner.

e. Recognize people or organizations that have had a positive and exceptional impact on the social welfare of Alexandria. Such recognition will be in the form of a letter signed by the Board Chair.

- Board members will nominate those to be recognized and the nominator will prepare a draft letter for the review of the other Board members. Approval will be by majority vote of those attending the meeting.
- Nominees need not reside in the city and may be paid or volunteer workers or organizations that have gone beyond what would normally be expected to make a difference in the lives of Alexandrians.

4. Facilitate appreciation of Social Services staff.

- Continue contributing funds to staff appreciation days. Consider calculating the total number of events for the year and asking members to contribute for all of them at the first meeting of every year (and as part of the welcome package to new members).
- Look for other opportunities to show staff it is appreciated.

2009-2010 Activities and Achievements

The below table associates actions taken throughout the year (August 2009-August 2010) to specific goals/objectives they supported.

Last updated 20 September 2010

Goal #1	Ensure safety and well being of children at-risk of abuse and neglect and foster a permanent connection to family.
Objective	Encourage Alexandria's citizens to become involved in protecting children by taking steps to prevent abuse and treat those who have been abused.
Activities/ Achievements	
Objective	Carry out ongoing monitoring and oversight of child welfare activities.
Activities/ Achievements	<ol style="list-style-type: none"> 1. At citizen request, examined child care offerings and issues with the Campagna Program and Parks and Recreation (Oct 2009) 2. Discussed issues surrounding extending the child support age to 21 (Nov 2009) 3. Provided advice and input to the DCHS realignment initiative (March-April 2010)
Objective	Advocate for full funding and staffing needed to implement best practices in child welfare and advocate for needed policy changes (legislative and administrative).
Activities/ Achievements	

Goal #2	Ensure that low-income individuals and families receive needed assistance quickly and courteously.
Objective	Routinely monitor application process for timeliness and quality.
Activities/ Achievements	Routinely review Department monthly performance data (ongoing)
Objective	Encourage participation by eligible citizens of Alexandria.
Activities/ Achievements	Performed outreach by meeting at Tenants and Workers United (June 2010)
Goal #3	Develop a knowledgeable and respected voice for the Board concerning social services and child welfare issues.
Objective	Fill Board membership with interested citizens and productive members.
Activities/ Achievements	Actively recruited new members through advertisement and other means (ongoing)
Objective	Include staff presentations as a regular part of Board meetings.
Activities/ Achievements	<ol style="list-style-type: none"> 1. Were regularly briefed on the impact of the City budget on the Department's operation (Feb 2010) 2. Briefed on the impact of DCHS realignment on missions and functions (March 2010) 3. Received update on DCHS Family Group Conferencing (April 2010) 4. Toured the Child Assessment and Treatment Center for Health (July 2010)
Objective	Encourage visible participation in City events.
Activities/ Achievements	<ol style="list-style-type: none"> 1. Actively assisted with planning and volunteering at the 2009 Alexandria Family Fun Day sponsored by CAC (August 2009) 2. Extensively participated in the City's Strategic Planning Sessions (Oct 2009-Feb 2010) 3. Assisted with the DCHS Holiday Sharing Program (Dec 2009) 4. Participated in the DCHS Tax Assistance Program for clients (Feb-March 2010) 5. Assisted with Foster Child Graduation party (July 2010)

Objective	Develop and maintain liaison role with other Human Services Boards and the community.
Activities/ Achievements	<ol style="list-style-type: none"> 1. Continued to be represented on Early Childhood Commission and Youth Policy Commission (throughout 2009-2010) 2. Actively attended the Alexandria Council on Human Services Organization meetings (2009-2010)
Objective	Recognize people or organizations that have had a positive and exceptional impact on the social welfare of Alexandria.
Activities/ Achievements	No letters of recognition presented in 2009-2010
Goal #4	Facilitate appreciation of Social Services staff.
Activities/ Achievements	<ol style="list-style-type: none"> 1. Continued to recognize staff in three appreciation months—support staff, social worker, and eligibility workers (Feb-April 2010) 2. Routinely sent thank you notes to staff presenting to board meetings

URBAN DESIGN ADVISORY COMMITTEE

Urban Design Advisory Committee

Elisabeth Lardner
Marie Tavernini
Roger Waud
Bruce Machanic, Co-Chair
Daniel Straub, Co-Chair & Secretary

Re: Annual Report (Date: July 15, 2011)

The following is a summary report of the activities of UDAC for the calendar year of 2010-2011:

1. **December 15, 2010.** The Committee met with Planning Staff in an informal session. The Committee received a copy of Sec. 6-500 Urban Overlay District and the Urban Design Guidelines for OldTownNorth (OTN). Staff presented updates of the following projects:

Saint Anthony School;
532 North Washington Street;
702 North Washington Street;
The Windows Project at Royal Street; and
The ABFA Building and Site.

Staff also presented updates of the following potential project sites:

The Bus Barn;
The Giant / ABC Site; and
The Androus Property.

Finally, UDAC expressed an interest in having Staff revisit the Small Area Plan for OTN. The purpose of the study would be to determine the existing character of the area and its potential for improvement. Planning and zoning issues such as overall density, building height, FAR, compatibility, traffic/circulation and parking, open space and streetscape design are of primary concern.

2. **February 10, 2011.** The Committee met at the request of Staff to review the status of a proposal for a mixed use development project (grocery store/multifamily residential) at the Androus Property site (Harris Teeter project). UDAC expressed concerns with the following issues: FAR and density, the proposed location of the loading dock and parking garage entrance, and the architectural style of the proposed building elevations.

3. **April 13, 2011.** The Committee met at the request of Staff to review a Preliminary Plan submission for the Harris Teeter project. After clarification from Staff that this project has not received concept plan approval regardless of the Applicant's submission as a Preliminary Plan, UDAC suggested that the project cannot receive concept plan approval as the project is currently conceived and presented. UDAC thanked the Applicant and encouraged them to return after working with Staff. Staff indicated that the project will return for concept plan approval after a community presentation.

4. **May 16, 2011.** The Committee met at the request of Staff to review the revised Preliminary Plan for the Harris Teeter project submitted by the Applicant after the community presentation. The Applicant changed the building elevations prior to the community presentation in order to reflect the comments and recommendations of UDAC. The following motions were approved:

- "UDAC favorably approves and endorses the design revisions to the building elevations that have been proposed by the Applicant"; and
- "UDAC is opposed to the location of a loading dock on Pitt Street. Instead UDAC suggests that the loading dock and service area should be located on North Saint Asaph Street, or possibly Madison Street....".


UDAC did not formally vote to approve the overall concept plan of the project. Nevertheless, the Applicant decided to submit the Preliminary Plan of the project to the Planning Commission.

URBAN DESIGN ADVISORY COMMITTEE

According to the Staff Report for the Planning Commission (PC) hearing, the Applicant changed the location of the loading dock, and as a result, revised the floor plans and building elevations of the project. The revised plan was not re-submitted to UDAC for review/approval. After a lengthy hearing and community comments, the PC approved the project subject to conditions. The project was also approved by City Council after a lengthy hearing with significant community opposition and support.

Concerning the committee's expression of interest in having Staff revisit the Small Area Plan for OTN, no progress on this issue was made this year. However, UDAC is expecting that progress can be initiated on this issue in the coming year. Concerning other projects, UDAC will continue to be available to review potential redevelopment projects within OTN such as the Bus Barn and the Giant/ABC site as well as previously reviewed projects that are on "hold status" at this time. UDAC will also continue to monitor the status of the Waterfront Plan and its impact on OTN.

Respectfully submitted,



Daniel Straub, Co-Chair and Secretary

Bruce Machanic, Co-Chair

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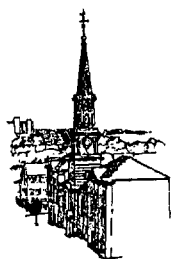
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Respectfully submitted,



Daniel Straub, Co-Chair and Secretary

Bruce Machanic, Co-Chair



City Hall
Alexandria, Virginia

Alexandria Waterfront Committee
Department of Recreation, Parks and Cultural Activities
1108 Jefferson Street
Alexandria, Virginia 22314



FY 2011 Annual Report
July 1, 2010 - June 30, 2011

Adopted September 20, 2011

Introduction

The Alexandria Waterfront Committee is an advisory body to the City Council and to the Department of Recreation, Parks and Cultural Activities. It was established by City Council on April 25, 1989, based on the recommendation of the Alexandria Waterfront Task Force, which was appointed by Council on June 29, 1988.

The function of the Committee is to study issues relating to the Alexandria Waterfront, and to make recommendations to City Council, the City Manager, and appropriate City departments.

The Alexandria Waterfront Committee meets every month from September to June. The Chairperson may call special meetings. The Committee's meetings are public, and notification of meetings is circulated via the City's eNews email service and to local newspapers by the City's Office of Citizen Assistance and posted on the City's website. Summary Minutes of its meetings, and briefings presented at those meetings, are posted to [RPCA's Waterfront Committee meeting page](#) on the City website.

FY11 Membership

The Alexandria Waterfront Committee is composed of 15 members. Each member represents a particular neighborhood, community, City committee, or civic organization.

Councilman Paul Smedberg, City Council Representative
Nathan Macek, Chair – Citizen, At-Large
Peter Pennington, Vice-Chair – Environmental Policy Commission Representative
Engin Artemel – Citizen, East of Washington St., North of Pendleton St.
Jay Atkinson – Citizen, East of Washington St., North of King St.
Christine Bernstein – Founders Park Community Association Representative
William Cromley – Parks and Recreation Commission Representative
Mel Fortney – Citizen, East of Washington St., South of King St.
Douglas Gosnell – Pleasure Boat Lease Holder Representative
Linda Hafer – Old Town Business Association Representative
Charlotte Hall – Alexandria Chamber of Commerce Representative
Jody Manor – Alexandria Convention and Visitors Association Representative
Pete Peterson – Alexandria Archaeological Commission Representative
Robert Taylor – Alexandria Seaport Foundation Representative
Townsend Van Fleet – Old Town Civic Association Representative

City Staff

James Spengler, Director – Recreation, Parks and Cultural Activities (RPCA)
Jack Browand, Division Chief – RPCA
Jim Hixon, Dockmaster – RPCA

Committee Goals for FY12

- Continue to be actively involved in the City Waterfront planning process, advising the City and commenting on plans to promote the best Waterfront for Alexandria's citizens and visitors.
- Monitor deliberations and implementation of the City's proposed Waterfront Plan.
- Promote adequate City funding of Waterfront capital programming and operating and maintenance expenses.
- Support a vibrant Waterfront that capitalizes on Alexandria's maritime heritage, that serves the needs of residents and visitors, and that includes residential and mixed-use developments.
- Monitor and make recommendations to the City on issues related to the Waterfront, including but not limited to maintenance, uses, safety and security, improvements, historical and artistic interpretation, commerce and development.
- Advocate for adequate resources to maintain and improve the Waterfront, Marina and related parks.
- Advocate for environmental quality in the Potomac River, along its shores, and in adjacent land in Alexandria.

Principal Activities of the Waterfront Committee

Highlights of the Alexandria Waterfront Committee during FY 2011:

Waterfront Planning – The Committee was actively involved in the development of a new Waterfront Small Area Plan for the City of Alexandria. Waterfront Committee members participated in several public meetings throughout the year, including:

- Waterfront Community Open House & Meeting, December 13, 2010
- City Council Work Session, February 8, 2011
- Planning Commission Public Hearing, April 5, 2011
- Planning Commission Public Hearing, May 3, 2011
- City Council Public Hearing, May 14, 2011
- City Council Work Session, June 11, 2011

The Waterfront Committee also discussed the Waterfront Plan at each of its meetings during the year, and held workshop meetings to discuss the Plan on March 3, April 28, May 26, and June 29, 2011.

The Committee articulated its views on the Waterfront Plan in multiple correspondence over the course of the year, including:

- Letters to Department of Planning and Zoning (P&Z) staff endorsing incorporation of the Waterfront Public Art Proposal and Alexandria Waterfront History Plan into the Waterfront Plan
- A March 23, 2011 letter to P&Z staff outlining the Committee's views on the February 25, 2011 draft of the Waterfront Small Area Plan
- An April 5, 2011 statement to the Planning Commission summarizing the Committee's comments on the draft Waterfront Small Area Plan
- A May 2, 2011 letter to the Planning Commission urging it to retain the Fitzgerald Square concept as an integral part of the Waterfront Plan
- A May 14, 2011 statement to City Council urging additional time for public review and comment on the draft Waterfront Small Area Plan
- A May 31, 2011 letter to City Council stating the Committee's support for the Plan with the qualifications outlined in the letter, which we believed should be addressed to strengthen the Plan
- A June 22, 2011 letter to City Council requesting Waterfront Committee Participation in any Waterfront Plan Work Group

A Position Statement drafted on the basis of action at May 26 and June 29, 2011 Committee meetings summarizes the position of the Alexandria Waterfront Committee on the Planning Commission-endorsed Waterfront Small Area Plan and alternatives proposed as of the close of FY 2011. According to the statement, "the Waterfront Committee supports the proposed Plan, but also believes there are several key issues to be resolved prior to plan adoption. We are eager to continue discussions on the Plan in hopes of reaching broad compromise that will enable our City's Waterfront to move forward."

The position statement is a succinct summary of the Committee's most significant agenda item during FY 2011. It is included as an appendix to this Annual Report.

In the closing meeting of its FY 2011 legislative session, City Council voted to include a representative of the Waterfront Committee as a member of the Waterfront Plan Work Group appointed by the Mayor to advise Council on the Waterfront Plan during the FY 2012 legislative session. At its June 21, 2011 meeting, the Waterfront Committee nominated Chair Nathan Macek as its representative.

Waterfront Walk – The Waterfront Committee led its annual Waterfront Walk in June. To facilitate public participation, this year's walk was held on a Saturday morning, June 4. As in 2010, the walk was devoted to reviewing the proposed Waterfront Concept Plan *in situ*, as well as issues surrounding current uses. The walk was facilitated by members of staff of the Departments of Planning and Zoning and Recreation, Parks and Cultural Activities. The walk was attended by approximately 40 people.

Economic Development Subcommittee – The Committee established this subcommittee on November 16, 2011 to examine issues of economic development on the Waterfront. The committee met during the fall and winter of 2010-11, with Committee members Jody Manor and Charlotte Hall serving as co-chairs. The Subcommittee is focused on near-term activities or improvements to the Waterfront that could spark community interest in visiting the Waterfront. Options considered included a Sunday farmers market; family-friendly dining; food carts; a standing craft fair; and artist improvements to the Torpedo Factory Food Pavilion. The subcommittee outlined several potential obstacles to implementing suggestions, such as overlapping jurisdiction among City agencies; wayfinding; and fragmented property ownership and management. The Subcommittee sponsored several successful Waterfront Fun Days throughout the summer of 2011 (on the second Sunday of the month), with involvement by the Seaport Foundation,

Office of Historic Alexandria, Alexandria Archaeology, The Art League, and the Torpedo Factory Artists Association, and RPCA. Private supporters included the Potomac Riverboat Company, the Snack Shak by Bittersweet, and the Alexandria Gazette-Packet. The subcommittee began initial exploration of a Sunday farmers market on the Waterfront beginning summer 2012.

Marina Operations – The Committee monitored and advised the City on several Marina operations issues:

- **Marina Security:** The Subcommittee considered actions by the City to maintain public safety and security at the Marina, including the installation of video cameras to deter crime in this vicinity.
- **Dockmaster Hut:** The Committee strongly urged the City's General Services Department to ensure repair and replacement of the Dockmaster Hut in time for the beginning of the 2011 boating season. Mold damage to the structure required Dockmaster staff to relocate to office space within the Historic Alexandria History Center and Museum Store at 101 North Union Street during the summer of 2010. The Committee received regular updates from General Services staff during meetings in FY 2011. The hut project was completed in April 2011.
- **Marina Pilings:** The Committee received regular updates from staff on the City's application to replace damaged pilings at the City Marina. This request was granted in June 2011.
- **Storm Response:** The Committee discussed staff reaction during and after a sudden wind storm that hit the Marina in April 2011. In response to concerns voiced by Committee members, staff clarified its action plan for storm preparation, notification, and response, and is working to develop a coordinated warm-weather storm response plan similar to the coordinated response for winter weather events.

Microburst Storm Damage: Alexandria's Waterfront parks sustained significant tree damage from the hurricane-force winds of a microburst storm on August 5, 2010. In a September 30, 2010 letter to RPCA Director James Spengler, the Waterfront Committee commended the City effort to clean up storm damage and return Waterfront parks to normal. The Committee urged staff to restore damaged parks by planting new and replacement trees, which staff completed November 6, 2010 with assistance from the Founders Park Community Association.

Waterfront FY12 Budget and Capital Improvement Program Priorities– In a November 8, 2010 letter to City Council, the Committee summarized Waterfront-related priorities for the City's FY 2012 Budget and Capital Improvement Program. Immediate priorities included continued investment in general infrastructure; repair of the City Marina seawalls; and repair of Marina and Founders Park lighting. Near-term priorities included increased staffing of parking planning, park operations, and maintenance and Marina operations staffing; replacement of the City Marina maintenance boat; Marina security improvements; and sidewalk maintenance. The Committee noted the continued deferral of proposed improvements to Windmill Hill Park, and recommended budgeting capital funds for eventual implementation of the Waterfront Plan. The Committee recommended that staff re-examine fees charged to transient boaters as an option for increasing City revenue.

Cultural and Community Resources – The Committee endorsed the Torpedo Factory Art Center Target Gallery’s Nest Exhibition, a temporary outdoor installation of approximately 12 artist-created nests in the vicinity of the Alexandria City Marina and Founders Park in April and May 2011. The Committee also supported the use of the City Marina by the Tall Ship *Godspeed* during October 2011. Both events enrich the community by enhancing the arts and historical offerings of Alexandria’s Waterfront.

Docking of Skipjack *Minnie V* at Alexandria City Marina – In June 2011 the Committee voted to wholeheartedly support permanent docking of the historic skipjack *Minnie V* by the Potomac Riverboat Company at the Alexandria City Marina. Relocation of the *Minnie V* from National Harbor to Alexandria is consistent with the City’s objective for the City Marina to continue to be a working marina served by commercial vessels. With a length of 45 feet, a beam of 15 feet, and draft of 3 feet, the *Minnie V* is ideally sized to be accommodated within the Alexandria City Marina. At present, there is little room for the Marina to permanently house a larger vessel without utilizing facilities currently dedicated to other uses. Thus, the *Minnie V* represents an ideal opportunity to house a historic vessel at the Alexandria City Marina, and it would be the first historic vessel permanently moored at the Alexandria Waterfront in several years.

Clarification of Waterfront Policing Responsibilities: The Committee met with the City Attorney’s office and members of the Alexandria Police Department and the District of Columbia Metropolitan Police Department (MPD) Harbor Patrol unit to discuss law enforcement along the Waterfront. The Committee received clarification that Alexandria Police have jurisdiction to the pier head line, which forms the boundary between the Commonwealth of Virginia and the District of Columbia, but standard police protocol is for Alexandria Police to investigate any incidents at vessels moored to Alexandria docks, even if physically located in District of Columbia waters. This permits a rapid response by officers with immediate access to moored vessels, and is supported by interstate policing compacts between Virginia, Maryland, and the District. In the event any charges are filed, the Alexandria Police will work with the Commonwealth Attorney’s office and, if warranted, the U.S. Attorney’s Office, to resolve questions of jurisdiction.

The MPD Harbor Patrol has jurisdiction to police Potomac River waters off Alexandria beyond the pier head line. Based on discussions with Waterfront Committee members, Harbor Patrol planned to conduct an enforcement campaign near Alexandria in 2011, and improve “no wake” signage at the Wilson Bridge.

Transportation and Environmental Services: The committee discussed several issues with staff during the year:

- In October 2010 the Committee discussed signage and sidewalk maintenance along North Union Street
- In December 2010 the Committee received an update on the City’s Snow Emergency Implementation Plan and its impact on the City Marina
- In December 2010 staff provided an update on the Waterfront Flood Mitigation Study, whose recommendations have been integrated into the Waterfront Small Area Plan
- In January 2011 the Committee received an update on Lower King Street valet parking
- In April 2011 the Committee heard an update on the City’s Energy and Climate Change Action Plan (ECAP), which is being spearheaded by the Environmental Policy Commission
- In June 2011 the Committee received a presentation on a remediation project under the unit block of Oronoco Street—between Founders Park and Robinson Terminal North—to address

creosote pollution from the manufactured gas plant formerly located at North Lee and Oronoco Streets

Fire Boat Dock Location: In April 2011 the Committee received a report from the Fire Department regarding its plans to purchase a new fireboat for the City. The new 50-foot boat will be larger than the existing fireboat and will require a larger berth. The Waterfront Committee will continue to advise the Fire Department on near-term and long-term docking options for the new vessel.

Meeting Venue: This year the Waterfront Committee moved from its long-time home in the Gold Rooms of the Lee Center. The January and February meetings were held at the Torpedo Factory Food Pavilion, which provided members an opportunity to survey first-hand one of the Waterfront's lagging assets. In March, the Committee moved to its new permanent home, The Chet and Sabra Avery Conference Room (Room 2000) of City Hall. This location facilitates participation by the public, Committee members, and City staff and provides ideal meeting facilities. Meetings will continue to be held at 7:30 a.m. on the third Tuesday of every month except July and August.

Facilitating Liaison Between The City And Public Stakeholders Affected By Waterfront-Related Activities –The Committee discussed with staff issues raised by residents, businesses and other organizations such as commercial boat operators, the Founders Park Community Association, the Alexandria Commission for the Arts, and the Alexandria Archaeological Commission, and received public comment at each meeting.

Recruitment and Leadership Plans

Much of the Waterfront Committee's membership is appointed by constituent member groups such as the Chamber of Commerce, the Park and Recreation Commission, the Old Town Civic Association, and the Founders Park community Association, among other groups (see complete list on page 1 of this report). These groups are active participants in the Committee and have quickly replaced their membership when vacancies arise. Four seats are held by citizen members who do not represent a constituent organization; competition for these positions has been vigorous, with numerous applications to the City Clerk's office when terms expire.

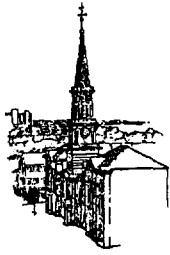
Community Outreach

The Waterfront Committee will once again sponsor the Waterfront Walk as its major outreach effort in June 2012. The Waterfront Committee will also continue its tradition of open citizen participation at its meetings, welcoming public comment on all agenda items.

Leadership Turnover

The Committee elected Nathan Macek Chair in December 2009 and Peter Pennington Vice-Chair in September 2010. The Committee does not anticipate holding leadership elections again until 2012 at the earliest, but will schedule a special election in the mean time if an unexpected vacancy should arise.

The Committee welcomes citizens to its meetings, which are held at 7:30 a.m. on the third Tuesday of each month September through June in Room 2000 of City Hall, 301 King Street. The Committee hosts its annual Waterfront Walk in June.



City Hall
Alexandria, Virginia

Alexandria Waterfront Committee
Department of Recreation, Parks and Cultural Activities
1108 Jefferson Street
Alexandria, Virginia 22314



**Waterfront Committee Position Statement on
Waterfront Small Area Plan**
July 19, 2011

This statement summarizes the position of the Alexandria Waterfront Committee on the Planning Commission-endorsed Waterfront Small Area Plan and alternatives proposed to-date. The Waterfront Committee supports the proposed Plan, but also believes there are several key issues to be resolved prior to plan adoption. We are eager to continue discussions on the Plan in hopes of reaching broad compromise that will enable our City's Waterfront to move forward.

Background

The Alexandria Waterfront Committee is a unique City-wide assembly of Waterfront stakeholders established by City Council in 1989 to study and advise the City on Waterfront issues. We represent a wide cross-section of the community and have the best interests of the Waterfront at heart. Members include City residents, businesspersons, and members of selected business associations, non-profit organizations, and City commissions.

We believe a new Waterfront Plan is necessary to guide future development and civic investments. We have long advocated for creation and enactment of a new plan, and believe it is essential to establish guidelines for future development before any specific projects are proposed. Today's Waterfront does not meet its full potential to serve residents or improve the City's economy. Existing infrastructure is aging and needs to be revitalized. A Waterfront Plan will assist in addressing these shortcomings.

Key Achievements of Draft Plan

The proposed Waterfront Small Area Plan will renew the Alexandria Waterfront. It accomplishes several key objectives urged by stakeholders:

- **The Plan balances new areas of economic vitality with quiet places for contemplating the water.** The Plan respects existing neighborhoods, many of which are the product of past Waterfront planning efforts. It proposes re-development only in those locations with existing commercial and industrial uses.
- **The Plan provides new open space and enhances existing parks.** A vast portion of the Plan's acreage includes renewed open space. Long-stalled plans for Windmill Hill Park would be realized, as well as improvements to Oronoco Bay Park. Founders Park would remain passive open space.
- **The Plan provides an anchor in Fitzgerald Square**, which would serve as a central hub tying together disparate pieces of existing Waterfront amenities with Old Town's commercial artery. The square would provide a celebratory sense of arrival on Alexandria's Waterfront both from the landside and the waterside. Without the central anchor that Fitzgerald Square provides, other worthwhile public improvements contemplated by the Plan will not have the meaningful focal point that is required to link them together.

- **The Plan provides enhanced connectivity and preserves and enhances Waterfront vistas.** Redevelopment of the existing Robinson Terminal sites and City-owned parcels along The Strand would provide the much sought-after continuous pedestrian access along the Waterfront, enabling riverfront walks from Jones Point Park north to Marina Towers and beyond. This element of the Plan would make productive use of little-used existing public parks at street ends, and provide the public sweeping views of the Potomac.
- **The Plan interprets the history of Alexandria, and provides a stunning vision for incorporating the arts.** The community can be proudest of two resident-led efforts the Plan incorporates: the Waterfront Public Art Proposal and the Waterfront History Plan. The Public Art Proposal, if realized, would make Alexandria's Waterfront a showplace for the arts, including public, fine, and performing arts, most notably by developing an art walk parallel to the river. The History Plan envisions a Waterfront that recognizes the significance of Alexandria's place in American history, incorporating historic preservation and interpretive measures along the Waterfront to preserve existing architectural treasures and re-tell the fascinating history of Alexandria to future generations.
- **The Plan maintains Alexandria's working Waterfront, with expanded facilities for commercial boat services and a relocated pleasure boat marina.** Proposed piers, even if within the existing pier line that delineates the present boundaries between Virginia and the District of Columbia, would provide space for existing excursion services to expand, as well as for new operators to enter the Alexandria market. The Plan relocates the water taxi dock to facilitate access to King Street, and provides a prominent docking location for tall ships and other historic vessels. The Plan separates pleasure boats from the commercial marina, mitigating the conflicting maneuvers present at the current marina. It proposes to enlarge the City Marina to an economically-viable size, which could wean the Marina from City subsidies and provide a more secure location for private vessels.
- **The Plan sensitively integrates nuisance flood mitigation measures.** As April showers once again demonstrated, the Alexandria Waterfront is susceptible to nuisance flooding on a regular basis. The City's recent flood mitigation study outlined a cost-beneficial approach to mitigating nuisance flooding of up to 6.0 feet, such as the April 16, 2011 storm that resulted in flood levels of 4.77 feet. But while original engineering designs featured stark flood walls that would separate Alexandrians from the river, the Waterfront Plan takes a subtle approach, integrating barriers into proposed infrastructure and landscape improvements. This combination of form and function allows flood mitigation to enhance rather than impede public access to the Waterfront.
- **The Plan provides a framework to fund improvements without increasing taxes or establishing a business improvement district.** The Implementation chapter of the Plan demonstrates a method of covering the cost of public improvements to the Waterfront with revenues generated from redevelopment of existing industrial and underutilized commercial parcels. The hotels proposed for these locations that would be enabled by the Waterfront Plan's zoning ordinance text amendment are among the Alexandria's most productive revenue-generating land uses.

Without a comprehensive plan for the Waterfront area, these improvements could not be accomplished in a strategic, harmonious way.

Key Issues to be Resolved

The Waterfront Committee believes that there are several key issues to be resolved prior to adopting the Plan and as it is implemented: retaining the original Fitzgerald Square concept; re-considering the proposed Marina design; activating the Parking Implementation Plan; dedicating new revenues generated from Waterfront

redevelopment to the maintenance and improvement of Waterfront amenities; mitigating the impacts of proposed Waterfront hotels on residential neighborhoods; retaining the Waterfront's existing cultural institutions; and incorporating Alexandria's history. These points are summarized below.

- **Fitzgerald Square Concept:** The Waterfront Committee strongly disagrees with proposals to relocate the proposed Fitzgerald Square from the foot of King Street to Prince Street or elsewhere along the Waterfront. We agree with the Planning Commission that the original proposal for Fitzgerald Square is the preferred, optimal design, and believe that it has the potential to be not only the centerpiece of the Waterfront, but also one of the City's crown jewels. Realizing this vision, however, will require leadership by City Council. We encourage the City to continue negotiations with the Old Dominion Boat Club, especially when reasonable alternatives exist. However, in no instance should the King Street right-of-way be blocked by a relocated parking area.
- **Waterfront Extension and Marina Design:** The Draft Waterfront Plan proposes two extensions into the Potomac River, including piers at the foot of King and Cameron streets and a pleasure craft marina off the current Robinson Terminal South location. The financial ramifications—including construction costs and ongoing maintenance expenses such as for dredging—of the proposed marina designs are not clear.

The Plan envisions a new marina area off the current Robinson Terminal South. The Waterfront Committee has two concerns regarding this structure. The first concern is about the technical feasibility of such a structure in a river that can surge from meteorological events and can carry large tree trunks and, at times, ice floes. The second concern is about the economic feasibility of the structure. Whereas the management details are for future discussion, the Waterfront Committee's own research suggested a minimum size of 150 berths before a marina can become viable. The same research also showed that a marina of such a size would require storage areas and proper transfer points for families to load and transition from land vehicles to watercraft.

Similarly, increased commercial traffic will require storage facilities for boat operators.

Given the impact on other elements of the Plan, this issue should be considered prior to adoption.

- **Parking Implementation Plan:** The Draft Waterfront Plan cites the Old Town Area Parking Study, which found that "issues with Old Town parking relate to proximity, rate, and availability and not to overall capacity." The study—and the Draft Waterfront Plan—recommends better management of the existing supply to serve present and future demand for parking in Old Town. If this indeed the case, we urge the immediate implementation of the recommendations of this chapter, including wayfinding, limited valet parking, and shuttle services aimed at maximizing existing parking capacity, coupled with enhanced enforcement of existing parking policies in adjacent residential areas. Such a pilot program will mitigate existing parking issues, and provide a model as implementation of the full Waterfront Plan unfolds. There is no reason to wait for further development of the Waterfront to address the parking issues that presently exist. Let us test this concept during Fiscal Year 2012 to see if it works.

Furthermore, we believe no existing public parking spaces should be removed without assurance of reasonable replacement spaces.

In addition, a transportation management plan that comprehensively addresses parking, motor coach, freight loading, and other impacts should be completed prior to approval of any new development.

- **Dedication of Waterfront Revenues:** We believe that net additional City revenues generated by redevelopment on the Waterfront should be solely applied to Waterfront-area amenities, including parks, programming, and other public uses. We encourage the addition of language to the Plan dedicating new Waterfront revenues as such.
- **Waterfront Hotels:** The Plan will support commercial land uses, including hotels, which enliven the Waterfront and help to pay for the Plan. A key consideration, however, is what types of commercial uses are appropriate. We support the Plan's call for re-zoning three locations to permit hotels with no more than 150 rooms each, and meeting space for no more than 50 persons, especially relative to the by-right development currently permitted on these sites. Residential, commercial, and visitor-oriented Waterfront development must be carefully balanced, including civic and cultural attractions for both visitors and residents. Too much residential development may give the Waterfront the feel of being a private area primarily for residents, while too much commercial development may leave the area vacant at night. However, any development must mitigate the traffic, parking, trash, and noise impacts on adjacent neighborhoods.
- **Existing Cultural institutions:** We echo the Plan's support of maintaining existing cultural institutions on the Waterfront, including the Seaport Foundation, The Art League, the Alexandria Archaeology Museum, the Torpedo Factory Art Center, and others. We encourage the City to take proactive measures to retain these organizations on the Waterfront as the Plan is implemented.
- **Incorporation of History:** The Plan should be unique to Alexandria. Its design concepts should be compatible with the historic tenor of Old Town and the City's long heritage of maritime and commercial Waterfront activity. It must have the "look and feel" of the best of what's already here, and continue to differentiate Alexandria's Waterfront and the Old Town business district from others in the region. We encourage excellence in design as the Plan is implemented.

Plan Alternatives

In addition to consideration of the draft Waterfront Small Area Plan, the Waterfront Committee has evaluated the three alternatives that were presented to City Council at its June 11, 2011 workshop. These include Alternative 1 – Parks and Museums; Alternative 2 – Current Zoning, no Special Use Permit (SUP); and Alternative 3 – Current Zoning with SUP. Each of these alternatives is assessed below.

Alternative 1 – Parks and Museums

This alternative proposes significant expansion of parks and cultural space at the three major Waterfront parcels poised for redevelopment—Robinson Terminal North, Robinson Terminal South, and Cummings/Turner block. Alexandria's brand is historic authenticity, and this alternative provides a broad canvas for expression of that theme.

This alternative, as proposed, has projected costs of \$220 million and projected tax revenues of \$164,000 annually. Refinement of both estimates and the elements comprising them is warranted, and must include the significant cost of programming these facilities. In addition, there may be opportunities for funding from state and federal government sources as well as private non-private organizations, which could help to defray the cost of this (or another) Waterfront Plan alternative.

We note that there is a fundamental policy question to be answered whether proposed civic improvements to the Waterfront are to be funded through net tax proceeds from new development in Waterfront areas, or whether additional General Fund revenues generated Citywide should be invested. The availability of public money to support an alternative such as this opens the door to a different type Waterfront redevelopment than a

scenario which must be self-financed through partnerships between the City and private developers. The City already incurs significant annual expense to fund eight existing museums, the City Marina, the Torpedo Factory Art Center, and the many parks lining the Waterfront. How much additional City tax funds are available to support the capital and ongoing operating cost of proposed Waterfront improvements?

An important subsidiary question is where the first dollar of public investment should be made. This proposal contemplates acquisition of many parcels, including the parking lot at the foot of King Street and Waterfront parcels along The Strand in addition to the Robinson Terminal and Cummings/Turner blocks. With scarce resources, the Plan must prioritize which land is to be acquired first, and which would remain privately held.

We are concerned that this alternative may not activate the Waterfront enough, as it presents few opportunities for Waterfront dining and commercial activities, which many participants in the Waterfront Small Area Plan-making process have requested. Similarly, any new public spaces must be carefully designed and need to provide a reason for people to use them lest they become deserted like existing assets such as Waterfront Park and the Torpedo Factory Food Pavilion. The City's past experience with a failed maritime museum in North Old Town's TransPotomac Canal Center is also instructive.

This alternative provides fodder for a possible compromise plan, which intersperses elements of this alternative into the Planning Commission-endorsed plan. For example, there are significant opportunities for mixed-use commercial, recreational, and cultural uses, such as a museum housing a restaurant, a commercial building with ground-floor retail, or a hotel housing an art center. These are amongst the many options for the working group to explore.

Alternative 2 – Current Zoning, no Special Use Permit

We are very concerned about the potential for this alternative to materialize through lack of Waterfront-area planning action by the City.

This alternative offers only limited protection of community interests. There would be few civic improvements benefiting the public. A Waterfront pathway *would* be one such improvement when development occurs where Department of Interior settlement agreements are in place, but would provide the absolute minimum amount of open space of the various plan alternatives. This scenario would generate limited revenue to fund the proposed Waterfront art walk, historical interpretation, or flood mitigation measures, key features of the Planning Commission-endorsed Plan.

The City's ability to specify terms to developers would be severely limited under this alternative. The Board of Architectural Review for the Old and Historic Alexandria District does not have jurisdiction along the Waterfront north of Oronoco Street so there would be limited opportunity to influence the design of the Robinson Terminal North parcels. (To address this, the City may wish to consider extending the Historic District north of Oronoco Street as part of any Waterfront Plan scenario, an action for which there is past precedent.) Under current policies, Alexandria's Waterfront could wind up with uninspired development that has very little bearing to its riverside proximity.

On the other hand, opting for this alternative would enable the City to end what has become an acrimonious planning process. But Alexandria would likely suffer completely unacceptable development inconsistent with its aspiration for a World-class Waterfront.

Alternative 3 – Current Zoning with Special Use Permit

This alternative is slightly less problematic than Alternative 2. While the City would have more control through the SUP approvals process, it would still be responding to developer’s proposals rather than setting forth expectations for developers’ to fulfill.

Notably, it is not the City’s but the *developers’* choice whether to proceed with Alternative 2 versus Alternative 3 based on the tenor of the development proposed. The odds are that any developer would likely opt for an SUP for the Robison Terminal and Cummings/Turner blocks given the significant flexibility and profit potential for development with an SUP compared to the by-right development contemplated by Alternative 2. This provides greater potential revenue to support major aims of the Waterfront Plan such as the art and history initiatives and the flood mitigation measures.

Still, even with an SUP, we are concerned that the City’s reactionary position would significantly limit the Waterfront’s potential. Better to be proactive by approving a visionary plan that the community supports.

* * * * *

The Waterfront Committee stated in its Waterfront Plan Principles—adopted in 2009, prior to commencement of the Waterfront Plan-making process—that Alexandria is embarking on a once-in-a-generation planning effort for its Waterfront. We stated at the time, and still believe, that it is crucial that the Plan balance the residential, commercial, and tourist interests as it seeks to enhance the enjoyment of the Waterfront by City residents, workers, and visitors alike. We note that compromise and discussion will be required to achieve a Waterfront Plan that will be enthusiastically supported by all Waterfront Stakeholders, and remain optimistic that we will find common ground.

The Waterfront Committee looks forward to working with our fellow citizens and stakeholders to address these points, and to future enhancements that will create a Waterfront that all Alexandrians can be proud of.