

City of Alexandria, Virginia

MEMORANDUM

**DATE:** JANUARY 4, 2012

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

**FROM:** RASHAD M. YOUNG, CITY MANAGER *R. Young*

**SUBJECT:** ANNUAL REPORTS FROM COUNCIL-APPOINTED BOARDS AND COMMISSIONS FOR FY 2011

**ISSUE:** Receipt of annual reports from Council-appointed boards and commissions.

**RECOMMENDATION:** That City Council receive the reports and thank the boards and commissions for their hard work over the past year.

**DISCUSSION:** Since 2008, the City Council has required that annual reports be submitted with the annual attendance reports of Council-appointed boards and commissions. The reports are designed to summarize the groups' activities over the last year, describe their recruitment activities, and outline their plans for ensuring leadership turnover. For FY 2011, a total of 38 of the 59 groups required to submit the annual attendance reports also submitted annual reports. It should be noted that the Marketing Committee, the Marketing Coordinating Council, and the Social Services Advisory Board submitted their FY 2010 in 2011, and their contents are summarized in this report. During the reporting year, the Early Childhood Commission and the Youth Policy Commission merged to form the Children, Youth and Families Collaborative Commission and did not submit an annual report this year. The list of the 19 groups that have not submitted their reports is included in Attachment 2. As in previous years, a letter from Mayor Euille will be sent to the chairs of these groups with a copy to the staff requesting their annual reports.

Thirty-five of the 59 groups reported ongoing programs with specific goals for the coming year, and highlights of these reports are in the comments section of the attached chart (Attachment 1). One group, the Building Code Board of Appeals, reported that it did not meet, as there were no appeals to consider. Twenty-two groups, compared with 23 last year, outlined specific plans that will ensure turnover in their committee's leadership. Fourteen described recruitment plans/activities designed to encourage citizens to apply for commission vacancies, compared with 15 last year. Copies of all of the reports are available electronically for your review and can be accessed as part of the electronic docket item. Hard copies of the reports are available in the City Clerk's Office.

**ATTACHMENTS:**

Attachment 1: Summary Chart of Board and Commission Annual Reports

Attachment 2: List of Groups That Have Not Submitted Reports

**STAFF:** Rose Williams Boyd, Executive Secretary for Boards and Commissions

Commission	Mission Statement	On-going Programs	Leadership Plan	Recruitment Plan	Goals/Comments
AFFORDABLE HOUSING ADVISORY COMMITTEE	Advises City Council on issues regarding the maintenance and promotion of affordable housing, makes recommendations for policies governing the expenditures of the City's Housing Trust Fund monies, and oversees the administration of the Trust Fund.	Yes	No	No	Participated in Housing Master Plan development. Also approved \$35,000 grant to Rebuilding Together Alexandria; \$200,000 allocation to AHDC; and transfer of ownership of RPJ properties to AHDC with reservation of up to \$574,000 for due diligence and transactional costs.
ALEXANDRIA GANG PREVENTION COMMUNITY TASK FORCE	Assist in informing and educating the Alexandria community about the gang suppression, prevention and intervention programs and activities; and assist in identifying programs and activities that will address specific gang-related problems or issues in the City.	Yes	Yes	Yes	The mentoring partnership continues to be an important program for group. Also provides oversight for the Intervention Prevention Education (IPE) programs. Task Force will support bullying prevention activities and enhance communication, education, and outreach to mitigate risks of maladaptive behavior.
ALEXANDRIA HOUSING DEVELOPMENT CORP. BOARD OF DIRECTORS	To produce and preserve affordable housing, primarily, but not limited to, multi-family rental housing.				
ALEXANDRIA MARKETING COMMITTEE	To foster public/private cooperation and coordination among multiple businesses and organizations to promote Alexandria as a destination for visiting, shopping, dining and doing business.	Yes	Yes	Yes	Formalized Marketing Fund application review and review meeting procedures; embarked on making revisions to the Fund guidelines to attract new applicant;s encouraged new, innovative projects; and fulfilled the expanded objectives identified by the Committee in FY 2009. Specific goals include incubator/support for new and replicable marketing ideas and projects, and support for new technologies and marketing techniques.
ALEXANDRIA TRANSPORTATION COMMISSION	To advise and promote development of balanced transportation systems for the City through oversight of the implementation of the Transportation Chapter of the City's adopted Master Plan.				
ALEXANDRIA-CAEN SISTER CITY COMMITTEE	Responsible for coordinating projects and facilitating the sister city relationship between the Cities of Alexandria and Caen, France.	Yes	Yes	Yes	Committee held its first annual D-Day event at Goodwin House in 2011. Also established a friends committee, created a website, and held a fundraiser. Committee assisted the City in hosting City Hall intern from France, and vetted candidates to represent Alexandria in Caen's City Hall.

Commission	Mission Statement	On-going Programs	Leadership Plan	Recruitment Plan	Goals/Comments
ALEXANDRIA-GYUMRI SISTER CITY COMMITTEE	To identify Alexandria organizations and citizens in the private sector that can assist the Gyumri (formerly Leninakan) reconstruction efforts, and promote cultural, educational and professional exchanges between Alexandria and Gyumri citizens.				
ARCHAEOLOGICAL COMMISSION	Responsible for the archaeology of all prehistoric and historic sites in the City.	Yes	Yes	Yes	Prepared the Waterfront History Plan; worked with Ft. Ward Advisory Group; and supported Group's recommendations for archaeology at Ft. Ward. Also promoted Archaeology Museum and monitored activities related to Freedmen's Cemetery. Has specific goals for 2012. Leadership plan does not ensure turnover in officers.
BEAUTIFICATION COMMISSION	Represents citizens' values in City beautification matters and coordinates projects to encourage and achieve beautification.				
BOARD OF ARCHITECTURAL REVIEW - OLD AND HISTORIC DISTRICT	Passes on the appropriateness of changes to exterior architectural features of the buildings and signs subject to public view within the Old & Historic District.	Yes	No	No	Board heard 141 cases--approved 139, 2 1/2 were denied, and 2 were withdrawn. Cases involved historically correct rear additions, signs and window replacement. Also approved blanket approvals for air conditioning condensing unit replacement for Ford's Landing and replacement window specifications for Potomac Crossing Condominiums. Continued to modify and expedite the permit review and approval process, and update requirements and specifications. Plans to adopt uniform fines and penalties.
BOARD OF ARCHITECTURAL REVIEW - PARKER-GRAY DISTRICT	Passes on the appropriateness of changes to exterior architectural features of the buildings and signs subject to public view within the Parker-Gray District.	Yes	No	No	Board approved 29 certificates of appropriateness on permits to demolish/encapsulate. Initiatives included several new policies providing administrative approval of windows, roof materials and minor architectural elements. In coming year, expect to adopt policy and design guidelines regarding sympathetic alterations to mid-20th century vernacular rowhouses in District.
BOARD OF ZONING APPEALS	Hears and decides appeals requesting variance from the provisions of the Zoning Code.	Yes	Yes	No	The Board heard a total of 22 cases--12 involving variances and 12 requesting special exceptions.

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BUDGET AND FISCAL AFFAIRS ADVISORY COMMITTEE	Advises and supports the City Council by examining the City's budget procedures and processes; and recommends way of improving that process.	Yes	Yes	No	Presented detailed analysis of City Manager's proposed budget and responded to specific budget-related requests from City Council. Committee will continue discussions with the Budget Advisory Committee of ACPS to foster cooperation and improvement in the budget process.
BUILDING CODE BOARD OF APPEALS	Hears appeals concerning building and mechanical inspections decisions, both in matters of interpretation of the code and granting modifications to the Code.	Yes, on as needed basis	Yes	In process at time report was submitted	During FY 11, Board did not convene to hear any appeals. New provisions of the Virginia Uniform Statewide Building Code now require annual meetings for training and the selection of officers.
CARR/NORFOLK SOUTHERN (CARLYLE) DESIGN REVIEW BOARD	Review the architectural proposals for buildings within the project area and approve the final design of each building to be constructed on the blocks or portions thereof.	Yes, on as needed basis	No	No	Board met twice to review concept plans and review designs for two cases (Alexandria Sanitation Authority property and Hoffman property).
CITIZEN CORPS COUNCIL	Responsible for creating opportunities for individuals to volunteer to help their communities prepare for and respond to emergencies.				
COMMISSION FOR THE ARTS	Supports the development and expansion of the arts in Alexandria and serves as an advisory body to City Council.				
COMMISSION FOR WOMEN	Provides guidance and advice to eliminate discrimination because of sex, and encourages equal opportunity for women.	Yes	No	No	Report highlights the Commission's activities, including its fundraising and advocacy programs for women. The report expresses concern about the need to ensure that services provided to women are preserved under the new organizational structure within DCHS. Also highlighted are signature programs such as the Salute to Women Awards Dinner, Take our Daughters and Sons to Work Day, and the Walk to Fight Breast Cancer. Also expressed concern about the lack of data sharing within the City that would allow the Commission to track diversity in the City's workforce.

Commission	Mission Statement	On-going Programs	Leadership Plan	Recruitment Plan	Goals/Comments
COMMISSION ON AGING	Serves as the principal advocate for issues relating to aging and promotes the implementation of the Older Americans Act and other age-pertinent laws and policies in Alexandria and the Commonwealth of Virginia.	Yes	Yes	No	Commission finalized a draft of its strategic action plan that is designed to meet the needs of the aging baby boomers and make Alexandria more livable for all ages. Two town hall meetings were held to obtain community comments on the plan. In FY 12, Commission will monitor progress on the strategic plan on aging and begin planning an affordable assisted living facility in Alexandria. The Commission's Awards programs will continue.
COMMISSION ON EMPLOYMENT	Responsible for developing a City-wide plan for employment services that reflects the goals of linking existing City employment and training programs with employment and training programs operated by the City School system and with the economic development program.	Have a public relations initiative that is ongoing but no specific programs	Yes	No	Reviewed individual Commissioner's areas of expertise and determined how to apply their skills to the mission of the Commission and the Center of Economic Support. Also reviewed training programs offered by ARHA, Cure Solutions, Inc., and CVS Caremark training programs. Will continue to support and assist JobLink in the new "No Wrong Door Intake" program.
COMMISSION ON HIV/AIDS	Advises City Council in the formulation and implementation of public policy on the treatment of AIDS and prevention of the spread of HIV.	Yes	Yes	Yes	The Commission has developed a strategy for reaching out to the community most affected by HIV/AIDS. Efforts to reach the African American population, primarily via the faith community, the gay/bisexual population, and the gay/bisexual African American males are priorities for the Commission. The Commission is also actively recruiting individuals to fill current vacancies.
COMMISSION ON INFORMATION TECHNOLOGY	Annually reviews the City Manager's proposed information technology plan and make recommendations to and advise the City government in the formulation and implementation of information and telecommunications policy.	Cyclical tasks related to IT Plan. Other initiatives on ad hoc basis.	Yes	Yes	The IT Commission recommends that the City's IT plan address all aspects of information and communication technology in Alexandria and be linked to the City's strategic plan. It also recommends that the City establish an initiative to increase the availability and adoption of broadband in Alexandria. In the coming year, the Commission will review new and emerging technologies to enhance citizen engagement in the City. Will also assess and recommend City and/or State actions to encourage entry and competition in the provision of broadband services, such as broadband Internet access and video services.

Commission	Mission Statement	On-going Programs	Leadership Plan	Recruitment Plan	Goals/Comments
COMMISSION ON PERSONS WITH DISABILITIES	Researches programs and legislation relating to the physically and mentally handicapped and advises City Council and members of the community about these programs and laws.				
COMMUNITY CRIMINAL JUSTICE BOARD (CCJB)	Provide for the purchase/development and operation of community programs, services and facilities operated by the Sheriff for use by the courts in diverting offenders from local correctional facility placements.	Yes	Yes	No	The Board continues to receive briefings on new requirements, programs, and initiatives related to the City's criminal justice system. In FY 12, Board will work to help the mentally ill obtain services and stay out of jail. The CCJB supports the Alexandria Re-Entry Council to prevent recidivism and to assist ex-offenders when released from jail.
COMMUNITY POLICY AND MANAGEMENT TEAM (ACPMT)	Responsible for managing the cooperative efforts to serve the needs of troubled and at-risk youths and their families.	Yes	N/A	N/A	The ACPMT focused on ensuring every child has a permanent home, nurturing the strengths of children and families, and creating innovative community-based partnerships to address the challenges facing Alexandria's at-risk children and families. Group met its four goals: (1) bringing our children home; (2) preventing our children from leaving the community; (3) strengthening existing/developing new community resources; and (4) maintaining services within our budgeted allocation.
COMMUNITY SERVICES BOARD	Responsibility for policy and budget direction, project development, and program oversight for all mental health, mental retardation and substance abuse services.	Yes	Yes	Yes	A Safe Haven program that provides permanent supportive housing and services for homeless individuals was opened. Acute care programs were expanded to include the Matrix Model of substance abuse treatment at the Truesdale Adult Detention Center. The System of Care partners returned 45 percent of children in residential care to the community; and placed 30 percent fewer children in residential care than the previous year. The CSB served 5,105 Alexandrians and worked with the Mental Health HOPE Campaign to combat stigma in Alexandria.

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CONVENTION & VISITORS ASSOCIATION BOARD OF GOVERNORS	Promote the facilities, restaurants, attractions, retail businesses and events of the City in order to maximize tax revenues and to share the unique heritage of the City with visitors.				
EARLY CHILDHOOD COMMISSION	Responsible for developing an Early Childhood Development Plan for the City that includes funding recommendations.	-	-	-	Merged with Youth Policy Commission to form Children, Youth and Families Collaborative Commission.
ECONOMIC DEVELOPMENT PARTNERSHIP	Goal of AEDP program is to increase economic development activity that will result in a more equitable distribution of the real estate tax burden between commercial and residential properties and will ensure a sustainable economic future for Alexandria. The AEDP leads efforts to grow the tax base, diversify the economy and attract and retain businesses and organization in the City of Alexandria.				
ECONOMIC OPPORTUNITIES COMMISSION	Develops and recommends programs which provide outreach and assistance to low-income residents.	Unclear	Yes	Yes	The EOC amended its by-laws to create an equally balanced, tripartite board: six elected officials, six disadvantaged residents of specific target populations, and six representatives of business, industry, labor, religious, social service, education and other community groups. Actively advocated for state and federal funding. Created a volunteer project, "All Hands on Deck" to assist a non-profit in the community that serves a population supported by EOC's mission. July 2011 recipient was the Alexandria Community Shelter. Has specific goals for continuing these activities in FY '12.
EISENHOWER EAST DESIGN REVIEW BOARD	To review applications under the ordinance within CDD #2, CDD #11 and for properties in CDD #1 on which development is governed by any special use permit which authorizes or requires design review by the Carr/Norfolk Southern Design Review Board.				



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EMERGENCY MEDICAL SERVICES COUNCIL	Advise City Council with respect to the provision of emergency medical services by the City Fire Department.	Yes	Yes	Yes	Continued its Call of the Quarter Awards Program to recognize the outstanding efforts of paramedics and firefighters. Actively participated on the 1-5-10-20 Planning Committee and monitored the Firefighter-Paramedic (FF-PM) Enhancement Program.
ENVIRONMENTAL POLICY COMMISSION	Studies and makes recommendations on the environmental impact of various projects and program initiatives in the City.	Yes	Yes	Yes	The EPC maintained focus on outreach and implementation of the Eco-City Environmental Action Plan (EAP). The EAP establishes general policy goals, identifies specific action steps, set tentative timelines and develops measures of success. EPC hosted two community events to engage and educate residents as the Energy and Climate Change Action Plan is developed. Participated in community events as part of Eco-City outreach activities. Continued Earth Day celebration and its award program. In FY '12 will create and refine the Alexandria Green Business recognition program that includes certifications and accentuates outreach efforts.
GEORGE WASHINGTON BIRTHDAY CELEBRATION COMMITTEE	Responsible for the planning and carrying out of the City's annual George Washington Birthday Celebration.				
HISTORIC ALEXANDRIA RESOURCES COMMISSION	Advises the City in the preservation of historic sites and buildings, artifacts, and records from loss or deterioration; and promotes citizen and tourist use of historic sites and the Torpedo Factory Art Center.				
HISTORICAL RESTORATION & PRESERVATION COMMISSION	Empowered by the Virginia General Assembly to preserve historic architecture.				
HUMAN RIGHTS COMMISSION	Responsible for setting the human rights policy of the City, and for hearing and acting on complaints about race, color, sex, religion, ancestry, national origin, marital status, familial status, age, sexual orientation or disability that are not resolved at the staff level.				

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INDUSTRIAL DEVELOPMENT AUTHORITY	Promotes industry and develops trade by encouraging manufacturing, industrial, government and commercial enterprises to locate or remain in the City.	Yes	No	No	IDA issued one new \$5,150,000 bond and processed a bond refunding for \$5,130,000. At time of report, was processing a new bond issuance of almost \$8,000,000. There were no changes to the IDA fee schedule procedures, or policies this fiscal year. Worked with AEDP on second annual bond financing event to promote the program in November 2010 that had more than 75 attendees.
LANDLORD-TENANT RELATIONS BOARD	Conciliates landlord-tenant complaints, and recommends and reports to City Council on legislation and policy in landlord-tenant relations.				
LAW LIBRARY BOARD	Maintains and operates a law library for the education and benefit of its members and the community.	Yes	No	No	Law Library made improvements to its four-person electronic research workstation, dropping Westlaw access to two terminals, adding limited access to LexisNexis on one, and the fourth (Internet terminal) to the City's website, allowing patrons searchable access to the City Charter and Code. Filing fee revenues continued to decline and the cost of books rose approximately 18 percent. During fiscal year, 11,136 persons visited the Library. Assistance was provided to 1,141 lawyers and 2,777 members of the public.
LIBRARY BOARD	Oversees library services in the City.	Yes	No	Yes	The Library continues to experience lower patron count, and circulation due to reduced hours (10.81 percent decrease in circulation and 6.47 percent decrease in patrons). The Library's non-personnel budget decreased 4.7 percent. The Library has requested funding twice in the last two years to conduct a needs assessment, but funding has not been approved. In May, the Library was informed by the State Library Board that they would not receive funds in FY '12 because of the significant reductions in their budget in FY '10. These funds were restored after staff, City representatives, and others intervened.

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LOCAL EMERGENCY PLANNING COMMITTEE	Responsible for devising and distributing emergency plans aimed at addressing chemical hazards.	Yes	No	Yes	Received Tier Two Forms for calendar year 2010 and updated list of facilities with extremely hazardous substances, and updated the LEPC website. Will continue to coordinate with the City's Environmental Industrial Unit and review Hazardous Materials Plan.
MARKETING COORDINATING COUNCIL	Provides advisory support to the Marketing Fund Committee by providing information to prospective grantees, providing preliminary application review and feedback to the Marketing Fund Committee.	Yes	N/A	N/A	Submitted report for FY '10 and noted that Coordinating Council conducted reviews and provided feedback to eight applicants for funding. Also assisted the Marketing Fund in the development of new Marketing Fund guidelines and refined its role as advisory to the Fund Committee. The Council will not make decisions or recommendations for or against funding an applicant, which is the Fund Committee's role.
PARK AND RECREATION COMMISSION	Advises City Council on all matters relating to parkland, recreation and culture.	Yes	No	No	The Commission commented on proposed open space and park needs related to all City and ACPS sponsored renovation and development projects impacting centers, and held two public hearings to obtain citizen input on the new park at the James Bland development (Old Town Commons) and the Four Mile Run Park expansion site plan. Also commented on Proposed Waterfront Plan, Open Space Plan, and funding for a Miracle Field and Ft. Ward archaeological study.
PLANNING COMMISSION	Prepares and adopts a master plan for the City, including a comprehensive zoning plan providing for the regulation and restriction of the land, buildings and structures in the respective zones.	Yes	Yes	N/A; no turnover	The Planning Commission held public hearings on 82 requests and items related to subdivision and site plan cases, text amendments, Special Use Permits, Development Special Use Permits, encroachments and vacation proposals. Also held four work sessions on the Beauregard Corridor planning process, waterfront, Potomac Yard, the Planning and Zoning Work Program, and the proposed public art policy. Reviewed the CIP Program and found it consistent with the Master Plan.

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POTOMAC YARD DESIGN ADVISORY COMMITTEE	Review applications for preliminary development plan approvals for compliance with the Potomac Yard Urban Design Guidelines and make recommendations to the Planning Commission and City Council for their consideration.	Yes			In June 2010, Council approved a text amendment that expanded the role of the Committee to include review of preliminary development applications for North Potomac Yard. Report covers FY 10 and noted that the group convened only four times due to decrease in design and construction within Potomac Yard. Received a briefing on the application to amend the zoning for the southern portion of the Potomac Yard in response to the recently approved rezoning for the retail center. In FY '11 goal was to learn/review revisions to the Design Guidelines that will be applied to the undeveloped portions of Potomac Yard. As conceptual projects come in for North Potomac Yard (existing retail center) will apply the new urban design standards.
PUBLIC HEALTH ADVISORY COMMISSION	Provides information about and evaluation of health-related matters and investigates specific health problems.	Yes	No	No	Over the past year, the Commission identified broader public health issues it needed to address such as an 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, and the high rates of adolescent pregnancy in the City. Recommendations were forwarded to Council on most of issues and Council acted on the Commission's recommendations. The Commission is concerned about the impact of BRAC on fire and emergency medical services, especially in the West End. Although there was no award given in 2011, a Flora Krause Casey award will be made in April 2012, which is the 20th anniversary of the Casey Award.

Commission	Mission Statement	On-going Programs	Leadership Plan	Recruitment Plan	Goals/Comments
PUBLIC RECORDS ADVISORY COMMISSION	Provides advice and guidance to the City Records Administrator on records management matters and implementation of the records program in the City.	Yes	Yes	Yes	PRAC spent considerable time on the disposition of private land records donated to the City by the Davis and Ruffner Title Company. The records, because of volume, are being stored off site at considerable cost (\$30,000) to date. Because of space limitations, the PRAC urges that no further records outside the mandate of Archives and Records Center be accessioned by it. The Commission expressed concern about the need for more storage space for City records and they perceived that the presence of the Fire Department's Burn Training Facility being directly adjacent to the Records Center could affect the Center.
REAL ESTATE ASSESSMENTS REVIEW BOARD	Exercises the power to revise, correct and amend any assessments of real estate made by the City Assessor.	Yes	No	No	The Board met 26 times to hear appeals of 177 real estate parcel assessments. Members that needed to meet the State mandatory training requirement fulfilled their obligation.
REDEVELOPMENT AND HOUSING AUTHORITY BOARD OF COMMISSIONERS	Provides public housing for lower-income families in accordance with state and federal statutes and regulations of the U.S. Dept. of HUD				
SANITATION AUTHORITY	Sanitation Authority is responsible for raising its own funds by selling revenue bonds and charging users for service. Its purpose is to treat sewage waste/wastewater reclamation from City and maintain the sewage system.	Yes	Yes	No	The Board held its annual retreat to discuss governance, leadership, and policy issues. The Board manual and orientation program have been completed, as have job roles and descriptions for Board members. Work continues on stakeholder analysis and Board/General Manager communication strategies. The Board continues to support the EPC's Earth Day event and the Ellen Pickering Environmental Excellence Award.
SISTER CITIES COMMITTEE	Develops, encourages and promotes educational and cultural exchanges between the Cities of Dundee, Scotland; Helsingborg, Sweden, Caen, France; Gyumri, Armenia and the City of Alexandria and coordinates activities within the City relating to these exchanges.				

Commission	Mission Statement	On-going Programs	Leadership Plan	Recruitment Plan	Goals/Comments
SOCIAL SERVICES ADVISORY BOARD	Interests itself in all matters pertaining to the social welfare of the people of the City, monitors the formulation and implementation of social welfare programs and advises City officials on public welfare and day care issues.	Yes	Yes	Yes	In June the SSAB submitted its annual report for FY '10. The report notes that the Board continued to monitor the social services offered and provide feedback to staff on how they might improve services. Members provided volunteer support to DCHS events such as Family Day Fun and the Holiday Sharing Program. In the coming year, the Board plans to identify additional issues to take on that are not addressed by other boards, and continue to advocate for child welfare issues.
TORPEDO FACTORY ART CENTER BOARD OF DIRECTORS	Increase the scope of experience and resources that could help strengthen the Torpedo Factory Arts Center and enhance its growth and recognition in the community and around the world	Yes			The management and oversight at the Torpedo Factory Center transferred to the Board as of July 1, 2011. Prior to that time, the Board established its organizational structure and the financial management and reporting systems to be utilized, and hired an interim CEO. Will initiate a three-year strategic plan process beginning with the vision, goals and objectives for the Art Center.
TRAFFIC AND PARKING BOARD	Investigates, studies and analyzes traffic and parking problems within the City; devises plans, methods and means to control and relieve parking and traffic congestion, and has jurisdiction over taxicabs and their owners/operators				
URBAN DESIGN ADVISORY COMMITTEE	Review site plan applications and special use permits for compliance with the Old Town North urban design guidelines.	Yes	Yes	No	Committee received periodic updates on projects in the Old Town North area and reviewed a preliminary plan for the Harris Teeter project. The Committee also reviewed the revised Harris Teeter Plan, but did not formally vote to approve the overall concept plan of the project. UDAC will continue to be available to review potential redevelopment projects within Old Town North such as the Bus Barn and the Giant/ABC store site. The Committee will also continue to monitor the status of the Waterfront Plan and its impact on Old Town North.

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USS ALEXANDRIA LIAISON COMMITTEE	Responsible for maintaining a strong long-term relationship between the crew and families of the USS Alexandria and the Citizens of Alexandria.				
WATERFRONT COMMITTEE	Study the issues relating to the Alexandria waterfront and make recommendations to City Council.	Yes	Yes	No	The Committee is actively involved in the development of a new Waterfront Small Area Plan and articulated its views in multiple correspondence to Planning staff, the Planning Commission, and City Council. The Committee held its annual Waterfront Walk in June. The group monitored and advised the City on marina operational issues such as security, damaged pilings, and condition of the Dockmaster's Hut. The group also sought and received clarification on waterfront policing responsibilities. The Committee will continue its Waterfront Walk as a means of community outreach.
YOUTH POLICY COMMISSION	Submit an annual report on the Commission's vision for youth and make recommendations to City Council on youth-related issues and on City policy for youth.				

BOARDS, COMMISSIONS AND TASK FORCES  
THAT HAVE NOT SUBMITTED REPORTS

Alexandria Housing Development Corp. Board of Directors

Alexandria Transportation Commission

Alexandria-Gyumri Sister City Committee

Beautification Commission

Citizen Corps Council

Commission for the Arts

Commission on Persons With Disabilities

Convention & Visitors Association Board of Governors

Economic Development Partnership

Eisenhower East Design Review Board

George Washington Birthday Celebration Committee

Historic Alexandria Resources Commission

Historical Restoration & Preservation Commission

Human Rights Commission

Landlord-Tenant Relations Board

Redevelopment & Housing Authority

Sister Cities Committee

Traffic and Parking Board

USS Alexandria Liaison Committee