

Please join us at 6:30 pm in the Hazel Auditorium's lobby to enjoy light refreshments.

Dear Delegates, Alternates and Presidents of Member Organizations,



**I bid you a fond farewell!**

For the past 24 months, I have had the honor of serving as your president—a position I did not seek! While it has been a privilege, it has also been sometimes a humbling experience. Please know that I have always tried my best, and I thank you for your patience.

Come July 1, ACCF will enter its 105th year, as we pass the mantel of leadership on to incoming President Sandy Newton. Rest assured that I will support her as best I can to make the transition as seamless as possible.

**!Important Notice!**

The Civic Federation is changing the day on which it holds its monthly meetings. Effective October 2019, the Federation's General Membership Meetings will move to the third Tuesday of the month. The meetings will continue to start at 7 PM and be held in the Virginia Hospital Center's Hazel Auditorium.

Together as an organization, I'm proud of what we've accomplished in the past two years:

- *Modernizing our structure by incorporating, updating our by-laws to conform with our corporate status, and addressing liability concerns by acquiring directors' and officers' insurance.*
- *Promoting more diversity, not only on our Board of Directors, but also through appointments of new committee chairs. While I list this as an accomplishment, I know we can do more to encourage greater diversity — for example, by suggesting that member organizations work to recruit and select a more diverse slate of delegates and alternates.*
- *Refining new communication techniques, including the Career Center's videotaping of our meetings. Many thanks to the Career Center's Tom O'Day, who has made this collaborative arrangement work for the past four years. I strongly urge the incoming Board of Directors to continue this arrangement. But we also have more work to do, especially with using social media more effectively.*

Meeting Agenda

**June 4, 2019 Membership Meeting**

- 7:00 – Call to order – Approve agenda, minutes and treasurer's report. Approve new member organizations. Approve Boundary Change North Highlands. Report on Dues.
- 7:10— Tim Wise Receives Posthumous General Assembly Certificate – Del Patrick Hope
- 7:20—Cultural Affairs Presentation – moderated by Mary Hynes
- 8:20– Lee Hwy Alliance update – Ginger Brown
- 8:35 – School Scholarship Program update – Lois Koontz
- 8:40– Old Business – 1101 Lee Hwy Resolution
- 8:55 – New Business – Introduction of By-Laws amendment

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- *Enhancing our relationship with the County Board and staff. Yes, on occasion, we have been on opposite sides issues. But on the whole, I believe that they have more respect for CivFed than before.*
- *We have welcomed eleven new member-organization during the last two years. After a period of no growth, we are seeing an uptick in membership that underscores CivFed's relevance and important role in Arlington's public engagement process.*

Still pending as I complete my tenure is the finalization of several resolutions by CivFed's Board of Directors to update our rules and procedures. (See below for more information about board resolutions.)

CivFed also needs a Conflict of Interest Statement to ensure that the leadership team and committee chairs understand that they are tasked with serving CivFed's interests and not simply their own. I will work closely with Sandy on these items, which are nearly ready to be finalized. Likewise, addressing the liability concerns of several of our member organizations, primarily civic associations with small budgets, is on my radar screen. And I will be working with Sandy to identify strategies that may help member organizations confront this challenge.

ACCF's success would not have been possible without the strong support I have received from our Board of Directors, committee chairs, and others in the CivFed family.

Once Sandy takes over, my main agenda will be serving as "Abo" (Abuelo—Grandfather) to our new granddaughter Alicia, who just turned 5 months old.

## June Program

Our June program will begin with a tribute to former delegate Tim Wise. Del. Patrick Hope will present a Virginia General Assembly certificate celebrating Tim's civic service. This is to be followed by a presentation on the status of Cultural Affairs, moderated by former County Board member Mary Hynes; an update of the Lee Highway Alliance's planning efforts by Ginger Brown; and an update of the Teacher's Scholarship program by Lois Koontz. For more information, please see the details in this newsletter.

## What is a board resolution?

As I've reported in my previous letters to the membership, the By-Laws and Rules Committee has been working to develop rules and procedures that were formerly contained in our old by-laws but had to be removed when we incorporated. Instead, these matters related to our governing structure will be addressed through resolutions passed by our Board of Directors, as recommended by our incorporation attorney.

The advantage of converting these rules and procedures into board resolutions is that it allows future Boards of Directors to update rules and procedures and other aspects of CivFed operations without having to amend the by-laws, which is a more lengthy and cumbersome process. As of now, the Board of Directors has adopted two new resolutions: Adopting New By-Laws and Establishing Committees. Unfortunately, we failed to post them publicly on our website for all to see. I apologize for this oversight, which we are working to remedy. For more information on board resolutions, use this [link](#).

Currently, the Board is crafting draft language for resolutions concerning rules, procedures and a Conflict of Interest policy; as part of this process, the Board has been soliciting and receiving input from committee chairs.

In closing, I wish the new Board of Directors, and in particular, incoming President Sandy Newton, much success. Let's all give her our undivided support so that her tenure will be just as successful as my own has been.

Best,

Duke Banks, President  
Arlington County Civic Federation

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## Civic Federation to End Year on Cultural Note

The final Arlington County Civic Federation membership meeting for 2018-19 will focus on a topic that has been absent from its agenda for more than a decade: Arlington cultural affairs. The newly resurrected Cultural Affairs Committee has organized a panel presentation titled “Arlington’s Narrative: It’s a Cultural Affair” for the CivFed meeting at 7 p.m., Tuesday, June 4, in the Hazel auditorium at the Virginia Hospital center. There will be an informal networking and information reception starting at 6:30 p.m.

The diverse panel includes:

**Marsha Semmel**, Arlington Commission for the Arts chair;

**Craig Syphax**, Black Heritage Museum of Arlington board member;

**Deirdre Ehlen**, Arlington County Cultural Affairs - Public Art project manager,

**Cynthia Licesse-Torres**, Arlington County Community Planning and Housing Development - Historic Preservation program coordinator; and

**Judy Knudsen**, Arlington County Library - Center for Local History manager.

Mary Hynes, former Arlington County Board member, will moderate. Currently, Ms. Hynes serves as a board member on Changing Arlington’s Narrative, a community initiative to augment Arlington’s “narrative about race and racism with a more complete truth” ([www.arlingtonian.com](http://www.arlingtonian.com)).

“Arlington has a broad art and cultural landscape,” said Tina Worden, ACCF Cultural Affairs Committee chair and a member of the Arlington Arts Commission. “The Civic Federation can help promote and integrate arts and culture into all aspects of civic and community life. Moreover, as a civic organization that represents many neighborhoods and organizations, we also have stories that contribute to a narrative that connects and defines our community.”

After the panel, Ginger Brown, president of the Lee Highway Alliance, will provide an update on the progress and activities on “Plan Lee Highway.”

Lois Koontz, CivFed Board representative to the Arlington County Scholarship Fund for Teachers (ACSFFT) and President of that organization, will report on presentation of the 2019 scholarships and changes in the fund.

Under new business, a proposal to amend Civic Federation Bylaws will be introduced. The amendment would delete the annual membership certification requirement (see related article in this newsletter). The proposed amendment will be introduced at the June meeting and voted on at the Sept. 3 ACCF meeting.

Civic Federation meetings are free and open to the public. There is free parking in the VHC Gold garage for those attending CivFed meetings.

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## **Tim Wise Receives Posthumous General Assembly Certificate**

By Suzanne Smith Sundburg

A measure introduced by Del. Patrick Hope (with the support of Arlington's legislative delegation) was approved by the full General Assembly to honor the life and civic accomplishments of long-time Arlington County Civic Federation officer and volunteer Tim Wise.

Tim moved to Arlington 1986 and promptly became actively involved in civic affairs and groups, including the Courtlands Civic Association (today, the Clarendon-Courthouse Civic Association).

Tim served as the Federation's Recording Secretary and as Treasurer. Some may recall his legendary institutional knowledge of Arlington's financial inner workings and its budget. A former IRS auditor, Tim also served as a member of the Revenues & Expenditures Committee, helping to analyze Arlington budgets and recommend ways to improve Arlington's use of taxpayer funds. He chaired the Legislation Committee, helping to draft the Federation's annual recommendations for new state-level legislation, and he also served on the Federation's Nominating and Awards Committees.

Active in the Arlington County Taxpayers' Association (ACTA) since the 1980s, Tim served as its president from 2000 until his death in October 2018. He edited ACTA's newsletter, The Watchdog, and switched to blogging about fiscal matters as "EL Growler Grande" when acta.us went online.

Tim's Federation service was recognized with the award of the Sun Gazette's Journal Cup in 1999. Tim also worked on the Stadium Committee, the County's Industrial Development Authority, and Volunteers for an Independent Arlington.

Always a gentleman and beloved by many in the community, we salute Tim's service to Arlington. At the June 4 meeting, Del. Patrick Hope will unveil the General Assembly's certificate honoring Tim's achievements as a civic volunteer and activist. We hope you will join us in celebrating Tim's life and accomplishments.

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## **Teacher Scholarship Fund Awards Record 21 Scholarships, Reorganizes Future Administration of Fund**

Lois Koontz, Arlington County Scholarship Fund for Teachers (ACSFFT) President and the Civic Federation Board representative to the fund, was privileged to award a record 21 scholarships, totaling \$52,500, to students from five Arlington high schools and programs on May 15. The remarkable recipients will be pursuing higher education degrees to prepare them for a variety of careers in education, including elementary school, middle school Latin, high school social studies, art, music and special education.

In 1955, the Arlington County Civic Federation teamed up with the Arlington Retired Teachers Association (ARTA), the County Council of PTAs (CCPTA), Arlington Education Association (AEA) and Arlington School Board to establish ACSFFT. Since its inception, ACSFFT's mission has been to support seniors graduating from Arlington Public Schools (APS) who wish to pursue careers in education. Over the past 64 years, ACSFFT, with funding from the founding organizations as well as local PTAs and individuals, has awarded \$681,500 in scholarships to outstanding APS students.

At its start, ACSFFT also focused on providing funds to some teachers to complete their own education. At the time, upgrading the education level of some teachers was a clear public need to maintain and improve the quality of education in Arlington. Today, ACSFFT awards scholarships to graduating seniors.

In recent years, participation by the founding organizations other than ARTA has declined. Today, more than 80% of ACSFFT's funding comes from ARTA and its members. (ACCF has donated \$500 annually.) As a result, the ACSFFT board decided earlier this year to explore handing over the administration of the fund to ARTA. In February, ACSFFT and ARTA agreed to have the Arlington Community Foundation (ACF) manage the scholarship fund. ACF serves as a clearinghouse for various scholarship programs, including another ARTA fund. The ACSFFT scholarship program for future educators will continue to be operated separately with its current focus.

Lois will present a summary about the scholarship fund at the June 4 Civic Federation meeting.

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## Proposed Bylaws Amendment to be Introduced

A proposed amendment to revise the Civic Federation Bylaws will be introduced at the June 4 ACCF meeting. The amendment would eliminate the requirement that Member Organizations submit a membership certification by Oct. 31 of each year.

The CivFed Bylaws specifies that Delegates may amend or revise the Bylaws by a two-thirds vote, provided that the amendment is provided in writing to Delegates at the previous membership meeting (Bylaws, §8.04). The amendment will be considered and voted on at the next ACCF meeting, which is Tuesday, Sept. 3.

The proposed amendment states:

### Proposed Amendment to Section 2.03 of the ACCF Bylaws

WHEREAS, the new ACCF Bylaws, as well as the old ones, require that Member Organizations certify they have 20 members by October 31 each year (Bylaws §2.03(a)(1), Old Bylaws Article III, §3);

WHEREAS, if a Member Organization fails to comply, the Board of Directors shall disqualify the organization from membership and remove its Delegates/Alternates from the membership rolls (Bylaws §2.03(b));

WHEREAS, it takes significant time and resources of the Secretary, Treasurer and Membership Committee to get Member Organizations to submit their annual certification of membership and, as a result, no one wants to serve on the Membership Committee, and it sometimes has been hard to get people to run for Secretary and Treasurer;

WHEREAS, even after the efforts of the Secretary, Treasurer and Membership Committee to get Member Organizations to submit their annual certification, several Member Organizations fail to provide the certification;

WHEREAS, to date, the Board has not disqualified any non-compliant Member Organization from Civic Federation membership, which makes the certification requirement seem like a meaningless paperwork burden for Civic Federation and the Member Organizations;

WHEREAS, in the past under the old Bylaws, the Civic Federation did not actively enforce the annual membership certification requirement, so Member Organizations did

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## Proposed Bylaws Amendment (continued)

not comply with it and CivFed has not been successful changing the mindset of Member Organizations;

WHEREAS, although the proposed amendment deletes the annual certification requirement, it still gives the Board authority to take action if it has reason to believe that a Member Organization fails to meet the requirements in Section 2.01 (membership certification when applying for membership) or 2.03 (annual dues); and

WHEREAS, the Civic Federation has other ways to ascertain whether a Member Organization continues to be active or has an at least 20 has members, such as does the Member Organization have 4 Delegates and 4 Alternates, do Delegates and Alternates attend CivFed meetings, does the organization pay its annual dues, and does the organization hold meetings, have meeting minutes, have an active website or other form of member communication?

NOW, THEREFORE BE IT RESOLVED that the title of Section 2.03 of the Civic Federation Bylaws be amended to state: “Annual Dues; Termination of Member Organization and Member”; and

BE IT FURTHER RESOLVED that Article II, Section 2.03(a) of the CivFed Bylaws be amended to delete the requirement that Member Organizations submit a written membership certification by October 31, of each year it has twenty (20) members; and

BE IT FURTHER RESOLVED that Section 2.03 be amended to state:

(a) To remain a Member Organization, each organization shall submit:

~~Written certification by October 31 of each year that they organization meets the Member Organization requirements set forth in this Article II; and~~

ppayment of annual dues, which dues are payable starting July 1 of each year and must be paid by December 31 of each year.

(b) If a Member Organization does not comply with the requirements in this Section 2.03, or otherwise meet the requirements set forth in Section 2.01, the Board of Directors shall disqualify the organization as a Member Organization, and remove its Voting Members and Alternate Members from Membership. Such Voting Members and Alternate Members shall cease to be Members and lose all rights and privileges associated with Membership under these Bylaws and the Act, including voting and participation requirements. If at any time a Member Organization is disqualified pursuant to Sections **2.01 or** 2.03, it must reapply under Section 2.01 to regain Membership Organization status.

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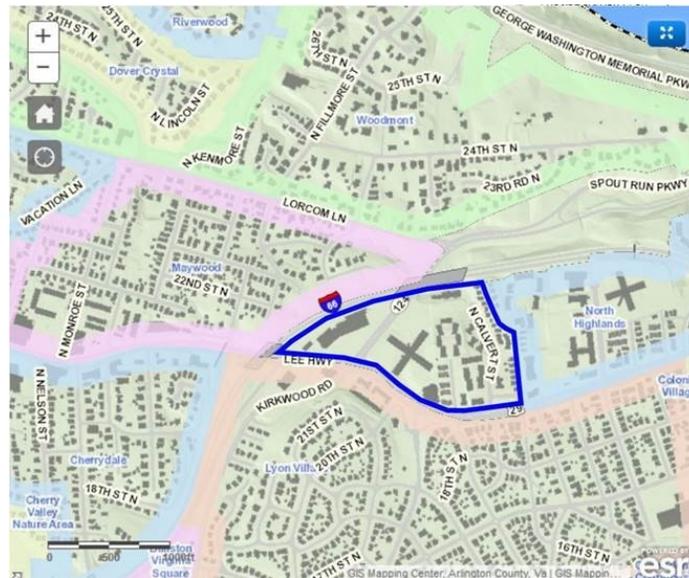
## North Highlands Boundary Expansion

At the June 4 meeting, ACCF Delegates will consider and vote on a boundary change that North Highland Citizens Association requested in the fall of 2015. The boundary issue, which has been ongoing for more than 3 years, would add to NHCA the area bound by Lee Highway, Route 66 and North Cleveland Street (shown in the map below), which is not part of any neighborhood (Arlington County map). Community members in that unrepresented area have expressed an interest in joining NHCA.

After NHCA presented its boundary change request to the Civic Federation, ACCF received confirmation of support of NHCA's request in September 2015 from Sandra Chesrown with the Lee Highway Alliance. The next month, Martha Moore and Jim Lantelme, with the Lyon Village Civic Association (LVCA), sent correspondence to CivFed confirming its boundaries and noting that some residents in the unrepresented area had asked LVCA in the past about joining their civic association. (Later, Maywood Community Association and Woodmont Civic Association also sent emails to ACCF confirming that their boundaries did not include the unrepresented area.)

In October 2015, the CivFed Membership Committee notified the membership of NHCA's boundary request in the CivFed newsletter, with a Constant Contact email to over 900 CivFed and Arlington community members, and on the CivFed website. The boundary request was introduced at the October 2015 CivFed meeting, but the members did not vote on the request at the meeting. In 2016, a resident from the unrepresented area asked the County Board how they could form their own civic association, but thereafter, the residents did not take any action.

On May 4, 2019, Stefanie Pryor, ACCF Membership Committee member, stated in an email that the preponderance of information shows general support from the community. Ms. Pryor advised the ACCF Board of Directors and ACCF membership to accept the North Highlands boundary expansion request.



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# The Civic Voice

## RESOLUTION OF ARLINGTON COUNTY CIVIC FEDERATION REGARDING USE OF 1101 LEE HIGHWAY PROPERTY IN ROSSLYN

WHEREAS, in 2014 Arlington County paid \$2.4 million to purchase a privately-owned property in Rosslyn located at 1101 Lee Highway (now identified as 2101 North Lynn Street).

Whereas, the April 23, 2014 County Manager's report in support of the acquisition stated that the property could be used as an ancillary boathouse facility or "in addition, or as alternative uses, the County may locate other passive and/or active recreational uses on the property." ([arlington.granicus.com/MetaViewer.php?view\\_id=2&clip\\_id=2769&meta\\_id=121077](http://arlington.granicus.com/MetaViewer.php?view_id=2&clip_id=2769&meta_id=121077))

WHEREAS, the County's May 13, 2014, news release announcing the County Board's approval of the property's acquisition stated that the County was considering using the property as:

- (1) an ancillary boathouse facility containing educational and recreation facilities that would complement a potential lower boathouse site on the Potomac River shoreline;
- (2) a possible realignment of a bicycle trail to improve safety and access; and
- (3) open space for passive recreation use. ([newsroom.arlingtonva.us/release/county-board-approves-acquisition-of-lee-highway-property-along-potomac-river/](http://newsroom.arlingtonva.us/release/county-board-approves-acquisition-of-lee-highway-property-along-potomac-river/))

WHEREAS: the County's 2014 news release stated: "Any planning efforts will include a comprehensive public process." The news release stated further that the "public process" was to be in addition to a complementary process undertaken by the National Park Service. ([arlington.granicus.com/MetaViewer.php?view\\_id=2&clip\\_id=2769&meta\\_id=121077](http://arlington.granicus.com/MetaViewer.php?view_id=2&clip_id=2769&meta_id=121077))

WHEREAS, the Public Spaces Master Plan that the Arlington County Board adopted on April 25, 2019, identifies the property as a new County park ([arlington.granicus.com/MetaViewer.php?view\\_id=2&clip\\_id=3630&meta\\_id=185729](http://arlington.granicus.com/MetaViewer.php?view_id=2&clip_id=3630&meta_id=185729)). The Master Plan identified the park as among those of high importance to the County's park system within the next decade and on which the County should focus its master planning efforts.

WHEREAS, the park contains an upland woodland that is located east of North Lynn Street between the George Washington Memorial Parkway to the north and I-66 to the south.

WHEREAS, the park's natural area is presently visible and accessible to the many users of the nearby Custis Trail.

WHEREAS, the July 2015 Rosslyn Sector Plan states that the County should increase the approximately 5% total tree canopy coverage within the Rosslyn Coordinated Redevelopment District to 15% or more to enable the coverage to meet or exceed the County's goal for central business districts as outlined in the County's Urban Forest Master Plan ([arlingtonva.s3.amazonaws.com/wp-content/uploads/sites/31/2015/12/151208\\_RosslynSectorPlan-HI.pdf](http://arlingtonva.s3.amazonaws.com/wp-content/uploads/sites/31/2015/12/151208_RosslynSectorPlan-HI.pdf)).

WHEREAS, at its regularly scheduled meeting on December 5, 1995, the Arlington County Civic Federation passed a resolution recommending that a boathouse not be built at the shoreline site below Rosslyn and across from Theodore Roosevelt Island (the Lower Rosslyn Site) because of its adverse environmental impacts on the shoreline and nearby natural areas ([www.civfed.org/boathouse.htm](http://www.civfed.org/boathouse.htm)).

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WHEREAS, the Civic Federation reaffirmed its opposition to the construction of a boathouse at the Lower Rosslyn Site in a March 12, 1998, letter to the Chairman and other members of the Arlington County Board and in a July 22, 2004, letter to the Superintendent of the National Park Service's George Washington Memorial Parkway ([www.civfed.org/boathouse.htm](http://www.civfed.org/boathouse.htm)).

WHEREAS, in June 2018, the National Park Service (NPS) issued a draft environmental assessment (EA) for an "Arlington County and Vicinity Non-Motorized Boathouse Facility" ([parkplanning.nps.gov/document.cfm?parkID=186&projectID=13418&documentID=89109](http://parkplanning.nps.gov/document.cfm?parkID=186&projectID=13418&documentID=89109)).

WHEREAS, the draft EA states: "The NPS, in cooperation with the National Capital Planning Commission (NCPC) and Arlington County, is evaluating the proposed development of a boathouse and related facilities on the Virginia side of the Potomac River.

WHEREAS, the "preferred alternative" in the draft EA identifies the use of the park (the Upper Rosslyn Site) as a support facility for a boathouse to be constructed on the Potomac River at the Lower Rosslyn Site.

WHEREAS, the draft EA describes the planned uses for the park as follows:

"A support facility containing office space, locker rooms, restrooms, and space for education and outreach would be developed on site in Rosslyn out of the floodplain, between Lynn Street, the I-66 off ramp, and the George Washington Memorial Parkway."

WHEREAS, the draft EA describes another alternative that would construct the boathouse on the Lower Rosslyn Site without using the Upper Rosslyn Site. Under that alternative, the boathouse would have the same footprint and facilities as would the boathouse constructed under the "preferred alternative."

WHEREAS, the draft EA also cautions that "construction of the facilities on the Upper Rosslyn Site would necessitate removal of some trees that are within the boundary of the George Washington Memorial Parkway Historic District which would alter the cultural landscape and diminish the integrity of the setting and feeling of the immediate area."

WHEREAS, there is no need to impair the County's natural resources and significantly reduce the tree canopy in the park when a functional boathouse can be constructed at the Lower Rosslyn site without impacting the park.

WHEREAS, the County government has cooperated with the NPS in the development of a "preferred alternative" that would use the park for a boathouse support facility without first conducting the comprehensive public process to which the County had committed in its County's May 13, 2014, news release or the master park planning process recommended in the Public Spaces Master Plan.

NOW, THEREFORE, BE IT RESOLVED, that the Arlington County Civic Federation urges the Arlington County Board to immediately initiate the comprehensive public planning process as provided in the County's 2014 news release regarding the County Board's approval of the County's acquisition of the 1101 Lee Highway property, and the County's Public Spaces Master Plan; and

FURTHER BE IT RESOLVED, to help assure that the County completes its public planning process for the property in a timely manner, the Arlington County Civic Federation recommends that the Arlington County Board ask the National Park Service to defer any further consideration of the use of the Upper Rosslyn Site for a boathouse support facility until such time as the County government has completed its public planning process for the property.

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# The Civic Voice

**Draft Minutes  
May 19, 2019  
Arlington County Civic Federation  
Board of Directors Meeting**

## **Call to Order at 6:39 p.m.**

Board members attending the meeting: Duke Banks, Dennis Gerrity, Rick Epstein, Sarah Shortall, Lois Koontz, Sandy Newton, Stacy Meyer and Allen Norton. Others attending included Burt Bostwick (R&E Committee POC); John Seymour (Environmental Committee Chair); Tina Worden (Cultural Affairs Committee Chair); Ben Keeney (Planning & Zoning Committee Chair); Ron Haddox (Legislation Committee Chair) and Jackie Snelling (Public Service Committee Chair).

## **1. Meeting Agenda**

A motion to approve the agenda for this meeting was made, seconded and approved without exception.

## **2. April Board Meeting Minutes**

A motion to approve the minutes for the April 7, 2019 Board Meeting was made seconded and approved without exception.

## **3. Treasurer's Update**

Sarah reported that we have \$20,00 all told, we came out ahead on the banquet, Jay Wind has volunteered to do the audit, our operating budget is in the black (there are some future expenses, though) and requested that the dues be set for next year.

It was decided that there was no need to change them.

## **4. President's Reports – Duke**

Duke said he showed the Green Valley written report and PowerPoint to the County Board. They were interested.

It has been pointed out that there is no information on the Web site about the two Board Resolutions introduced last July. Steps will be taken to put Resolution 2018-19-1 (Incorporation of Articles of Incorporation adopting new By-Laws and identifying members by the Board of Directors) online. Resolution 2018-19-2 (Establish Board and Member Committees for the Civic Federation) is on Constant Contact, but due to the minutes of the Sept 2018 Board meeting being missing, there is no specific proof that was ever passed. That version is a little different that the original resolution (the Audit Committee was removed; three committees were combined with a new name and several small technical changes were made) .

A motion was made seconded and approved without exception to put the Audit Committee back in.

A motion was made seconded and approved ( with one against ) to remove the third RESOLVE clause.

A motion was made seconded and approved without exception to accept the list of new committees, to change “ Public Relations Committee “ to “ Communication Committee ” and to accept the rest of the resolution.

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(May 19, 2019 Board of Directors Meeting Draft Minutes Continued)

## **Status of Rules and Procedures, plus guidelines for Committees:**

Sarah said that a Request For Review on the Committee guidelines had been emailed to all the Committee Chairs. Helpful comments were received. A comparison table has been started, but it has not yet been finished.

Several people are looking forward to its completion as there is a general feeling that the proposed Committee guidelines are a little too complex and regulatory. There is also a general feeling that the progress and goals of the overall effort to create the document replacing the sections removed from the old bylaws should be better reported and explained to the members. There is a further general feeling that a Board Resolution should be made that will state that a Rules and Procedures document will be created and another Board Resolution should be made that will state who will do it.

A motion was made seconded and approved that it is the Board's intent to develop Standing Rules and to direct the Rules Committee to develop a draft for our further consideration.

## **Report on meeting with Bar Association concerning helping member organizations if they are subject to frivolous lawsuits:**

Dennis and Duke met with the Bar Association. They may be willing to help, but they made no commitment. There has been consideration to forming a small group of attorneys to help member organizations with this issue on a pro bono basis, but no decision has been made. As frivolous lawsuits can cause tremendous costs to our smaller member organizations (and to their individual officers) we will continue to ask the Bar Association to put this pro bono group together to help them. At present the Greater Richmond Bar Association does help non-profits in this manner.

## **Resolution on Conflict of Interest Statement:**

Ben Keeney has an early draft based on one done by the IRS. It is multi-use so he has edited it to make it more applicable to CivFed. He will try to have a final draft ready for the June Board meeting.

## **Guidelines concerning boundary disputes and civic association names:**

During her basic research on the Green Valley name change issue, Jackie Snelling went to the County Board office and asked if they had a reference in writing delegating their authority to CivFed to arbitrate name and boundary changes of civic associations. Their Policy person said that they know that's the policy, but they didn't know if it was written anywhere. Later an email was sent from the Board to Jackie stating that they had indeed delegated their authority to CivFed in these matters. They did suggest, though, that we codify our procedures, post them and let them know so that they can post them on their Web site.

Jackie said she will help create those guidelines (there have been some partial ones in the past).

**Status of 1101 Lee Hwy Resolution (Boathouse support facility):** John Seymour said that Mr. Berne's resolution that the County should follow its own planning process was almost ready.

But it has just come out that there was a staff report about an agreement that the County proposes to make with the Park Service, National Capitol Planning Commission and the Virginia State Historical Society to do a Federal Historical Preservation Act review of the two boathouse sites. The County Board may or may not approve this agreement. John suggests that we hold off on the resolution until we know which way they go.

A motion was made seconded and approved that Duke would speak at the hearing in front of the Board on Tuesday night and will emphasize that we are asking the County Board to abide by its own planning processes and by the promises made repeatedly. We may take further actions depending on the Board's decision.

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## (Draft Minutes May19, 2019 Board of Directors Meeting Continued)

### **Continued efforts on finalizing incorporation:**

Duke said we need to finalize appropriate Board resolutions and continue visiting with the Bar Association and other groups.

### **CivFed Rep to Neighborhood Conservations Program Review:**

Duke appointed Tina Worden to be the CivFed Representative to this body.

Note: There was some discussion on committee member selection methodology and potential constraints on the actions of committee chairs. The subject will be discussed at greater length later.

Note: Sarah has written an amendment to the Bylaws that would remove all references to Member Organization Certification from Section 2.03. She requests that it be put into the June Newsletter so that it may be introduced under New Business at the June Membership Meeting.

## **5. Priority items**

### **Resignation of Stef Pryor – membership chair:**

Replacement will need to be found (will need knowledge of Access and Constant Contact)

### **Status of Website:**

Ron Haddox said the site had struggled at times last year, but it has seemed to be better recently. The main thing now is to make the site cleaner. A committee will be formed to determine requirements for the site. Sarah, Allen, Lois, Dennis and Burt volunteered to be on it.

[Note: Ron Haddox handles Systems and Adam Henderson handles Content for our site]

### **Committee Report – Public Service:**

Jackie Snelling said she was trying to reconstitute the committee. Its focus will be the collection of Arlington County data

The meeting was adjourned at 9:08.

Respectfully submitted by Allen Norton

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# The Civic Voice

## Draft Minutes May 7, 2019 ACCF Membership Meeting

**Call to Order:** Federation President Banks noted the presence of a quorum and called the meeting to order at 7:04 PM. President Banks led the meeting in reciting the Pledge of Allegiance. The meeting's agenda was approved as submitted and the minutes for the April 2, 2019 Membership Meeting were approved as submitted. The May treasurer's report was filed subject to audit.

**Member Organizations All-Stars:** President Banks announced that there were 59 members representing 40 organizations at the April 2, 2019 Membership Meeting and the following member organizations had two or more delegates and/or alternates present: American Association of University Women; Arlington East Falls Church Civic Association; Arlington Gay and Lesbian Alliance; Arlington Forest Citizens Association; Arlington Tree Action Group; Bluemont Civic Association; Buckingham Community Civic Association; Columbia Heights Civic Association; Dover-Crystal Citizens Association; League of Women Voters; Lyon Village Citizens Association; National Active & Retired Fed Employees Chap 7, Arlington; Nauck Civic Association; Shirlington Dogs II; Waverly Hills Civic Association and the Woman's Club of Arlington.

**Career Center Video Recording of this Meeting:** President Banks thanked Career Center students Seb Duall, Campbell Hamilton-Howard and Emilio Tonelli; and Career Center instructor Tom O'Day for making a video recording of this Federation meeting.

**New Member Organizations:** President Banks announced that 3 new organizations had applied to join CivFed: Arlington Historical Society, Encore Stage & Studio and Bromptons Homeowners Association.

A motion was made and seconded to accept them and it passed by unanimous vote.

**Open Mike:** Michael Beer (Maywood CA) commented that his Civic Association has extensively discussed how to continue recycling glass now that the County isn't going to do it anymore. He suggested that CivFed consider getting involved with coordinating neighborhood recycling efforts.

**Nominations Committee:** Lois Koontz of the Nomination Committee presented the slate of nominees for 2019-2020 CivFed Board.

President	Sandy Newton	(Women's Club of Arlington)
Vice President	Allan Gajadhar	(Cherrydale Civic Association)
Secretary	Allen Norton	(Bluemont Civic Association)
Treasurer	Sarah Shortall	(Waverly Hills Civic Association)
At-Large Directors	Eric Cassel	(Crystal City Civic Association)
	Chanda Choun	(Buckingham Civic Association)
	Dennis Gerrity	(Northern Virginia NORML)
	Mike McMenamin	(Maywood Civic Association)
	Stacy Meyer	(Friends of Aurora Highlands Parks)

There were no nominations from the floor.

Mileva Hartman (Lyon Village CA) moved that the slate be elected by acclamation. It was seconded and passed by unanimous vote.

**Panel Discussion of Arlington County's Transparency/Open Data Project:** County Manager Mark Schwartz, Katya Abazajian, Open Cities Director, Sunlight Foundation conducted a discussion of Arlington's progress in advancing open government, data, and transparency. Duke Banks, ACCF President, moderated. After the initial presentation there were multiple questions from the Delegates.

The Sunlight Foundation recommends 31 guidelines for local government pertaining to Open Data. Arlington County currently meets 20 of them. They are working on the others. Duke is on the Open Data Advisory Group (ODAG). ODAG has discussed Privacy and how it impacts Open Data, FOIA Requests, Defining what is a Data Set and how to Promote Consumer use of Data Sets in the County's Open Data Portal. ([back to table of contents](#))

# The Civic Voice

(Draft Minutes May7, 2019 General Membership Meeting Continued)

Mark Schwartz: Since 2015 we have developed an App ( My Arlington ) that will allow residents to know what was going on around them and have been continuously adding capability to it ( Construction is the latest ), now have dedicated staffing for data issues, have developed Arlington Wallet and intend to replace the Report A Problem tool. Will add 3 or 4 more of Sunlight's metrics soon.

Katya Abazajian (runs Sunlight's Open Cities Team): Arlington is doing very well in implementing the guideline program. Open Data really helps to bring down the time required to complete FOIA requests.

Mark Schwartz: Don't yet have a comprehensive Privacy Policy adopted by the governing board. We are working on one. Have requested that departments that generate data sets use them themselves.

Katya Abazajian: Not many jurisdictions have a comprehensive Privacy Policy and every jurisdiction seems to have unique issues.

John Tuohy (Waverly Hills CA) asked what the challenges were following Virginia's extensive FOIA policies? M.S.: Virginia's FOIA policies have been challenging to meet, but not extensively, though.

Allan Gajadhar (Cherrydale CA) asked is Arlington linking data sets to make complex questions possible? M.S.: Yes, to a certain extent – depends on problem type.

Ron Haddox (Columbia Heights CA) asked how would the County protect car decal data and how long to they intend to keep it.? M.S.: We are working on it and have had the Dept of Homeland Security audit our system for weaknesses ( had some and are fixing them ). The data will be used for enforcement and will not be kept any longer than necessary for enforcement.

Suzanne Sundberg (Organized Women Voters) asked what were the guidelines determining what did or did not really needed a FOIA request? M.S.: We try very hard to find requested data if it exists.

Eric Cassel (Crystal City CA) asked why the Parks & Rec " Field Availability " scheduling information had gone away? M.S.: I will look into that.

Jackie Snelling (Lyon Village CA) asked why you don't create a baseline data set inventory by simply sending a spreadsheet to all the department heads and ask what data sets they have? And, if not that method, how are you going to create a baseline data set inventory? And for the data sets on the Web site that are going to be deleted on June 11<sup>th</sup> where are they going? Are there archiving and Records Management policies and if so, where are they listed? M.S.: We have done some preliminary assessments. We have between 440 and 460 data sets, but do not know all the data depositories yet. A finely detailed baseline data set inventory has not been scheduled yet. It's a matter of analytic approach and need. We will make it clearer in the future why data sets are removed from the Web site. Yes we do have a archiving and Records Management policy K.A.: Assembling a baseline data set inventory is not a simple task and most jurisdictions have difficulty with it. It is really useful for an archival prospective, though, and should be done.

Tom Flournoy (Buckingham CA) asked how Arlington businesses had used Open Data? M.S.: It does happen, but he did not remember any specific cases. K.A.: The Real Estate people use real estate data a lot.

Mike Carlton (IT Advisory Commission) asked why Amazon HQ2 couldn't be used as a model to create useful long-term data sets with a program focus? M.S.: We have many data sets for components of the Amazon HQ2 problem, but not many combined ones. We will look into it.

Michael Beer (Maywood CA) asked if contractors would be included in the Open Data Initiative? M.S.: Making a policy for it is on our To-Do list.

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# The Civic Voice

## (Draft Minutes May 7, 2019 General Membership Meeting Continued)

Sarah Shortall (Waverly Hills CA) asked whether there will be any online tutorials for people who are navigation challenged in looking through data sets to find specific information? M.S.: I don't think we have any online tutorials of that type, but we will look into making some.

**Nauck/Green Valley Resolution:** Portia Clarke, a delegate representing the Nauck Civic Association, presented a resolution on changing the name of the Nauck Civic Association to the Green Valley Civic Association. Dr. Alfred Taylor Jr., past president of the NCA, explained why the name should be changed back to Green Valley ( it was changed from Green Valley to Nauck in the 1970's ).

The resolution states in relevant part that *effective immediately the civic association currently known as the Nauck Civic Association proposes to change its name to the Green Valley Civic Association.*

Sarah McKinley (Columbia Heights CA) objected to the boundary description of the NCA listed in the first Whereas and first Resolved clauses of the resolution. The CHCA and the NCA have a boundary dispute. At their common boundary they both claim the area between South 16<sup>th</sup> **Road** and South 16<sup>th</sup> **Street**.

Bernie Berne (Buckingham CA) asked whether there was documentation to prove that the area of the CA had definitely been called Green Valley in the 19<sup>th</sup> century before John T. Nauck moved there. Mr. Berne requested that the resolution be deferred to fully determine the facts. His request was voted on and almost unanimously rejected.

A friendly amendment was made to remove the boundary description from the resolution. It was accepted by the NCA and the resolution was modified accordingly.

Lois Koontz (Alcova Heights CA) called the question, over 2/3 of the Delegates agreed and the resolution was voted on. There were 39 votes in Favor and 1 Against. The resolution passed.

**Cultural Affairs Committee:** Tina Worden (committee chair) said their latest report was in the newsletter and that there would be a committee meeting Tuesday, May 21<sup>st</sup> at 7:00pm at 3700 S Four Mile Run Dr.

### Old Business:

**Resolution on Election Security:** President Banks announced that at the request of the Legislation Committee this resolution will be deferred to the Fall.

**Resolution on the Use of the 1101 Lee Highway property:** President Banks announced that the Committees are waiting for information from County staff before deciding on how to move the resolution forward.

### New Business:

None

**May Board of Directors Meeting:** President Banks announced that the May Board of Directors Meeting would be held at 6:30 PM on May 19 at Fire Station 2, 4805 Wilson Blvd.

**June 2019 Membership Meeting:** President Banks announced that the June 4, 2019 Membership Meeting will be held in the Hazel Auditorium at the Virginia Hospital Center. The meeting will begin at 7:00 PM.

**June Newsletter Deadline:** President Banks reminded the meeting that Thursday, May **23d** was the deadline for submitting material for the June newsletter.

The meeting adjourned at 9:13 PM.

Respectfully submitted by Allen Norton

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# The Civic Voice

## Treasurer's Report

### 2019-20 ACCF Dues

At its May 19 meeting, the ACCF Board of Directors voted to keep Member Organization dues at \$50 for the 2019-20 fiscal year. Annual dues for 2019-20 are payable starting July 1 and must be paid by December 31, 2019 (Bylaws, §2.03). Member Organizations may pay their dues by one of the following:

- Mail a check payable to ACCF to P.O. Box 42091, Arlington, VA 22204;
- Pay online at [www.civfed.org](http://www.civfed.org). Click on the "Join" tab; or
- Pay dues at the sign in table at ACCF membership meetings.

Please contact Sarah Shortall, ACCF Treasurer, if you have questions.

### April 2019 Treasurer's Report

<b>Checking</b>		
Beginning balance (4/1/19)		\$ 12,254.70
Deposits		
Banquet – 2019		
Checking	\$ 645.00	
PayPal	\$ 62.81	
	<u>\$ 707.81</u>	\$ 707.81
Expenditures		
Administrative	\$ 66.50	
Constant contact	\$ 4,975.75	
Banquet	<u>\$ 5,045.25</u>	\$ 5,045.25
Ending balance (4/30/19)		<u>\$ 7,917.26</u>
<b>Savings</b>		
Beginning balance (4/1/19)		\$ 4,426.46
Deposits		
Interest	\$ .11	\$ .11
Expenditures	\$ .00	\$ .0
Ending balance (4/30/19)		<u>\$ 4,426.57</u>

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# The Civic Voice

## April 2019 Treasurer's Report (Continued)

<b><u>PayPal</u></b>		
Beginning balance (4/1/19)		\$ .00
Deposits		
Banquet - 2019	\$ 65.00	
	\$ 65.00	\$ 65.00
Expenditures		
Transfer to checking	\$ 62.81	
PayPal fees	\$ 2.19	
	\$ 65.00	\$ 65.00
Ending balance (4/30/19)		<b>\$ 0.00</b>
<b><u>Arlington Community Federal Credit Union</u></b>		
Beginning balance (4/1/19)		\$ 10,087.38
Deposits		
15-month CD interest	\$ 8.41	
18-month CD interest	\$ 9.85	
	\$ 18.26	\$ 18.26
Expenditures	\$ 0.00	\$ 0.00
Ending balance (4/30/19)		<b>\$ 10,105.64</b>
<b><u>Total Assets</u></b>		<b>\$ 22,449.47</b>
<b><u>Total Liabilities</u></b>		<b>\$ 0.00</b>
<b><u>Fund Balance</u></b>		<b>\$ 22,449.47</b>
<b><u>Total Liabilities and Fund Balance</u></b>		<b>\$ 22,449.47</b>

### 2019 CivFed Banquet – An All-Around Big Hit

Any way you measure it, the 2019 Civic Federation Banquet was a big success. In terms of attendance, 158 people attended the 103<sup>rd</sup> anniversary banquet at Joint Base Myer Henderson Hall (JBM-HH), which was an increase over the past two years. In addition, the new venue was a huge hit and a clear majority of those attending supported holding the banquet at JBM-HH again next year.

From a financial standpoint, the banquet also was a success. Not only did the banquet finish in the black, but also the careful planning by the Banquet Executive Committee (Sandy Newton, chair) successfully trimmed banquet expenses by more than \$650.

# The Civic Voice

## 2018-2019 Officers and Board of Directors Members

President – Duke Banks ([duke@civfed.org](mailto:duke@civfed.org))  
Vice President – Sandy Newton ([sandy@civfed.org](mailto:sandy@civfed.org))  
Secretary – Dennis Gerrity ([dennis@civfed.org](mailto:dennis@civfed.org))  
Treasurer – Sarah Shortall ([sarah@civfed.org](mailto:sarah@civfed.org))

Board of Directors Chair, Position Vacant  
Board of Directors Vice Chair Lois Koontz ([lois@civfed.org](mailto:lois@civfed.org))  
Board Member Rick Epstein ([rick@civfed.org](mailto:rick@civfed.org))  
Board Member Alexandra Bocian ([alexandrab@civfed.org](mailto:alexandrab@civfed.org))  
Board Member Mike McMenamin -- ([michael@civfed.org](mailto:michael@civfed.org))

## 2018-19 ACCF MEMBER STANDING COMMITTEES

Audit -- Chair Jay Wind -- [jay@civfed.org](mailto:jay@civfed.org)  
Banquet – Chair Sandy Newton -- [sandy@civfed.org](mailto:sandy@civfed.org)  
Bylaws and Rules– Chair Allen Norton -- [allen@civfed.org](mailto:allen@civfed.org)  
Cultural Affairs – Chair Tina Worden – [tina@civfed.org](mailto:tina@civfed.org)  
Emergency Preparedness – Chair Jackie Snelling - [jackie@civfed.org](mailto:jackie@civfed.org)  
Environmental Affairs – Chair John Seymour --[john@civfed.org](mailto:john@civfed.org)  
Housing – Chair Eric Brescia -- [ericbrescia@civfed.org](mailto:ericbrescia@civfed.org)  
Legislation – Chair Ron Haddox -- [ron@civfed.org](mailto:ron@civfed.org)  
Membership – Dennis Gerrity (POC) – [membership@civfed.org](mailto:membership@civfed.org)  
Parks and Recreation – Duke Banks (POC) – [duke@civfed.org](mailto:duke@civfed.org)  
Planning and Zoning – Chair Ben Kenney – [ben@civfed.org](mailto:ben@civfed.org)  
Communications – Duke Banks (POC) – [duke@civfed.org](mailto:duke@civfed.org)  
Public Service - Chair Jackie Snelling – [jackie@civfed.org](mailto:jackie@civfed.org)  
Revenues and Expenditures – Burt Bostwick (POC) – [burt@civfed.org](mailto:burt@civfed.org)  
Scholarship – Chair Lois Thomas Koontz – [lois@civfed.org](mailto:lois@civfed.org)  
Schools – Chair Michael Beer– [michaelbeer@civfed.org](mailto:michaelbeer@civfed.org)  
Transportation – Chair Jerry Auten - [jerry@civfed.org](mailto:jerry@civfed.org)

Any Delegate, Alternate and member of a Member Organization may participate on any Member Standing Committee (ACCF Bylaws, Section 3.03). Please contact the Committee chair or point of contact or President Duke Banks if you are interested participating on ACCF Member Committees.

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# The Civic Voice

## Environmental Affairs Committee Seeks Members

If you have the time, please consider joining John Seymour and Joe Pelton on CivFed's Environmental Affairs Committee. The Committee (and CivFed generally) provides an opportunity for members to work closely with County staff and others to influence County policy on environmental and energy matters. We'd be delighted to have you join us.

**Over the past year**, Committee members participated in a County Working Group to study the development the County's waste solids master plan—an ambitious and costly plan to improve wastewater management at the Water Pollution Control Plant. The design and implementation of that plan, including difficult decisions involving beneficial reuse of biosolids and recovery and reuse of biogas, will continue over the next 7-8 years.

Our Committee also helped support and sponsor a resolution endorsing Arlington's transition to renewable electricity by 2035 to reduce greenhouse gas emissions and respond to climate change. The Committee also works to monitor and review the Office of Solid's Waste's yard waste program and participated in the development of that program, which has significantly increased Arlington's overall recycling rate. Among other issues managed by the Committee this year were controversial proposals to amend aspects of the Public Spaces Master Plan, renovate Upton Hill Regional Park, and locate a boathouse support facility on newly-purchased County parklands.

**Coming up next year**, the Committee expects to be involved in the review and approval of the County's Community Energy Plan, which includes new and more ambitious goals to reduce the carbon footprint and promote sustainability locally. The Committee likely will continue to be involved in the County's efforts to improve stormwater management and reduce local flooding. On the sustainability front, Arlington's schools increasingly are seeking to become energy independent, with major investments in solar and geothermal power; the Office of Solid Waste may introduce initiatives to recycle household food waste; and County and private development continue to present serious threats to the County's tree canopy and permeable surface coverage.

All of these issues bear watching and, where possible and appropriate, our involvement in helping shape County policy. It is rewarding and interesting work, and often cutting edge. There is a lot of opportunity to work closely with County staff on Advisory Panels and working groups. So I would ask interested folks to join us. [john@civfed.prg](mailto:john@civfed.prg).

## UPCOMING ACCF EVENTS

- Tuesday, June 4**      **ACCF Membership meeting**  
Virginia Hospital Center – Hazel Auditorium  
1701 N. George Mason Dr.  
7 p.m.
- Sunday, June 9**      **ACCF Board of Directors meeting**  
Contact Duke Banks at [duke@civfed.org](mailto:duke@civfed.org)  
for the location of this meeting  
6:30 p.m.  
**Note: Place Change**
- Tuesday, Sept. 3**      **ACCF Membership meeting**  
Virginia Hospital Center – Hazel Auditorium  
1701 N. George Mason Dr.  
7 p.m.
- Sunday, Sept. 8**      **ACCF Board of Directors meeting**  
Fire Station 2  
4805 Wilson Blvd.  
6:30 p.m.
- Tuesday, Oct. 15**      **ACCF Membership meeting**  
Virginia Hospital Center – Hazel Auditorium  
1701 N. George mason Dr.  
7 p.m.  
**NOTE: NEW DATE**

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# The Civic Voice

## Announcements

- Saturday, June 1**                    **Lee Highway Alliance** fundraiser  
“An Evening at Broadview”  
5 – 8 p.m., 5151 14<sup>th</sup> Street North  
Tickets: [lha@leehighwayalliance.com](mailto:lha@leehighwayalliance.com) or  
purchase online at [www.leehighwayalliance.com](http://www.leehighwayalliance.com)
- Sunday, June 2**                    **Opera NOVA** presents  
“Walker Chapel Commemorative Concert”  
2 p.m., Walker Chapel, 4102 North Glebe Road  
\$25 general admission  
Contact: 703-536-7557 or [mcdm1@verizon.net](mailto:mcdm1@verizon.net)
- Monday, June 3**                    **Friends of Arlington Public Library**  
Annual meeting with author Marion Winik  
6:30 p.m. – reception, 7 p.m. – meeting  
Central library auditorium, 1015 N. Quincy  
Contact: [www.arlingtonlibraryfriends.org](http://www.arlingtonlibraryfriends.org)
- Tuesday June 4**                    **Columbia Heights Civic Association- Second Primary Debate**  
On June 4, 2019 Columbia Heights Civic Association is sponsoring its second primary debate of this season. That evening Alfonso Lopez, current Delegate for the 49<sup>th</sup> District, will debate Julius Spain at 7:00 p.m. Current State Senate 31<sup>st</sup> District. Barbara Favola will debate her opponent, Nicole Merlene, at 8:00 p.m.  
  
The event will be held at the Walter Reed Community Center, on the corner of Walter Reed and S. 16<sup>th</sup> Street. All are welcome! Members of the public may submit questions in advance on the Columbia Heights web site: <http://columbiaheightsva.org/>
- Saturday, June 15**                    **The Black Heritage Museum of Arlington**  
Founder’s Day Celebration honoring Evelyn Syphax  
2 – 6 p.m., 3108 Columbia Pike (2<sup>nd</sup> floor)  
Contact: [www.arlingtonblackheritage.org](http://www.arlingtonblackheritage.org)
- Sunday, July 21**                    **Opera NOVA** presents an “Italian Opera Concert”  
3 p.m., Wakefield High School, 1325 S. Dinwiddie  
\$20 general admission  
Contact: 703-536-7557 or [mcdm1@verizon.net](mailto:mcdm1@verizon.net)

Does your organization have events to include in the ACCF newsletter? Send your news items by the Newsletter deadline to [ACCFMembership@email.com](mailto:ACCFMembership@email.com)

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# The Civic Voice

## Announcements

**Tenant-Landlord Commission:** The Tenant-Landlord Commission meets at 7:00 PM on Wednesday, June 12, in the Azalea Room at 2100 Clarendon Blvd. Comprised of tenant, landlord and public interest representatives, the commission hears grievances and facilitates disputes between tenants and landlords and advises the County Board on policy and programs. [Click here](#) for the commission's agenda. Public comment is welcome.

**NCAC:** The Neighborhood Conservation Advisory will meet from 7:30 pm to 9:30 pm on Thursday, June 13 in the Navy League Building at 2300 Wilson Bld.. For more information about this meeting, follow this [link](#) to the NCAC's webpage.

**Transportation Commission:** The Transportation Commission's next meeting will be held on Thursday, July 3, starting 7:30 p.m. in Room 307 of the Ellen M. Bozman Government Center in Courthouse. For more information, follow this [link](#) to the Transportation Commission's webpage.

**Planning Commission:** The Planning Commission's June will be held on Monday, June 3, starting 7:00 pm in Room 307 of the Ellen M. Bozman Government Center in Courthouse. The Planning Commission has scheduled a Carry-Over meeting for Wednesday, June 5, starting 7:00 pm in Room 307 of the Ellen M. Bozman Government Center in Courthouse. For more information, follow this [link](#) to the Planning Commission's webpage.

**Housing Commission:** The Housing Commission's June meeting will be held on Thursday, June 6, starting 7:00 p.m. in Room 311 of the Ellen M. Bozman Government Center in Courthouse. For more information about these meetings, follow this [link](#) to the Housing Commission's webpage.

**Arlington County Board:** The County Board's June meeting will be held on Saturday, June 15, starting 8:30 a.m. Click here for this meeting's [agenda](#) a few days before June 15. The Board Recessed Meeting will be held on Tuesday, June 18, starting at 3:00 p.m.

**Parks and Recreation Commission:** The Parks and Recreation Commission will hold a meeting starting at 7:00 pm on Tuesday, June 25, in Room 311 in 2100 Clarendon Blvd. Click here for this meeting's [agenda](#) a few days before June 25.

**September Newsletter:** The deadline for April CivFed newsletter articles is Thursday, August 22. Newsletters are published approximately 1 week before monthly meetings.

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# The Civic Voice

## Common Parliamentary Motions Applicable to and Used in the Deliberative Process

Motion (“I move”)	Purpose	Second re-quired?	Debatable?	Amendable?	Vote re-quired?
Main motion	Puts new business before the membership.	Y	Y	Y	Majority
Amend motion	Revises or changes wording or elements of the main motion.	Y	Y	Y	Majority
Discharge issue from committee	Takes/keeps issue from committee and brings before membership before/without committee report/consideration.	Y	Y	Y	Majority, 2/3rds – if no prior notice
Limit/extend debate	Changes amount of time normally permitted for debate/discussion.	Y	Y	N	Two-thirds
Suspend rules	Sets aside normal operating rules, suspends standing rules without previous notice.	Y	N	N	Two-thirds
Table the motion	Stops debate and vote on motion.	Y	Y	N	Majority
Postpone to time certain or indefinitely	Delays deliberation to specific future time or kills motion (postpone indefinitely).	Y	Y	Y	Majority
Appeal decision of the chair	Disagrees with chair and lets members decide. Must appeal immediately.	Y	Y	N	Majority - sustains chair
Previous question Call the Question	Cuts off debate. Maker of motion first must be recognized by chair.	Y	N	N	Two-thirds
Reconsider	Reconsiders vote taken at same meeting. Maker must be on prevailing side.	Y	Y, if original motion is	N	Majority
Recess	Interrupts meeting for a short break.	Y	Y	Y	Majority
Adjourn	Ends meeting immediately.	Y	N	N	Majority

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## Guidelines for Participation in Q&A Periods and Member Comments at Membership meetings

To expand both diversity and breadth of engagement of Delegates and Alternates in discussions at Civic Federation meetings, the Board has developed some new guidelines:

- \* Before discussion starts on a specific issue, we will ask how many Delegates/ Alternates want to ask a question or make a comment. This will help us determine how much time we can allow for each speaker and whether there will be any time for non-Delegates/Alternates to speak.
- \* We want to invite new Delegates/Alternates and Delegates/Alternates who have not spoken before or recently to be the first to come to the microphone to speak.
- \* To be respectful to all Delegates/Alternates who want to speak, each speaker needs to keep their questions and comments within the time allotted. Please be mindful of the timekeeper and remaining time.
- \* Unless stated otherwise, speakers will have 30 seconds to ask their question or make a comment. To give as many Delegates/Alternates as possible an opportunity to speak, follow-up questions and comments are not permitted.
- \* A Delegate/Alternate may speak only once on an issue unless all other Delegates/Alternates have had an opportunity to speak.
- Speakers are expected to follow the rules of civility.

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## Parking at the Virginia Hospital Center

Delegates, Alternates and others attending Arlington County Civic Federation meetings at Virginia Hospital Center can park for **FREE** in the **B/GOLD** garage under the 1635 Medical Office Building at Virginia Hospital Center. Although everyone must take a ticket to enter the **B/GOLD** garage, the exit gate will be raised when you leave or you can insert your ticket and it will raise. The garage has abundant parking spaces. Please note, parking in any other lot on the Virginia Hospital Center property is not free.



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