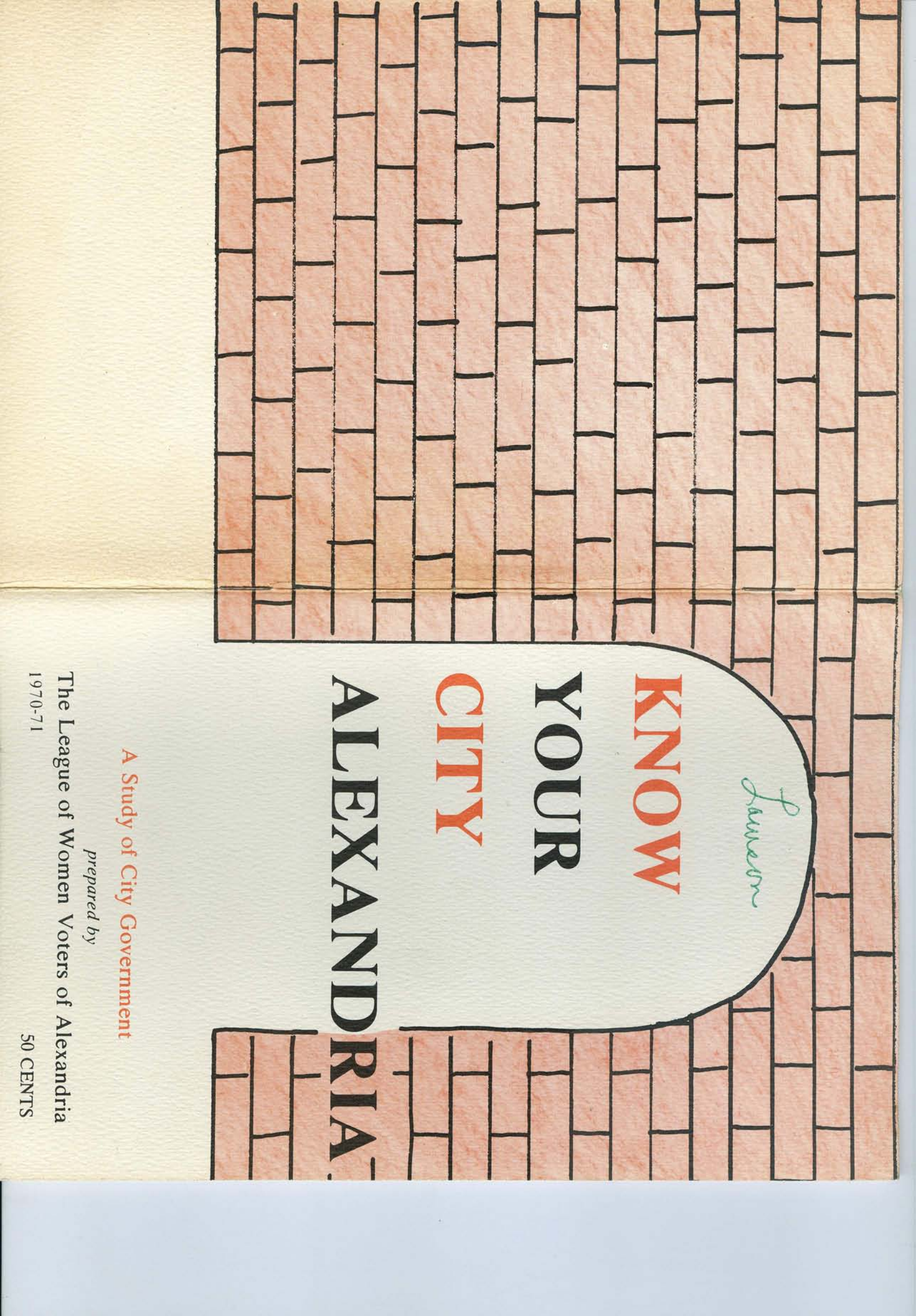




Lawson

**KNOW
YOUR
CITY
ALEXANDRIA**

A Study of City Government

prepared by

The League of Women Voters of Alexandria

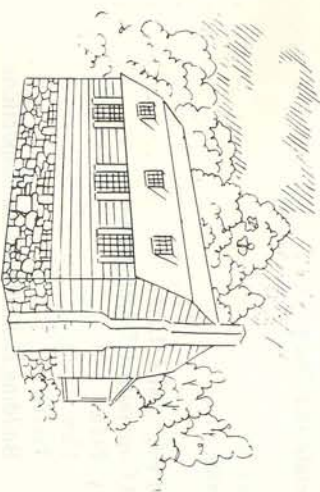
1970-71

50 CENTS

KNOW YOUR CITY

This guide to the government and services of Alexandria, Virginia, has been prepared by the League of Women Voters of Alexandria with the cooperation of city officials and many private citizens, to whom we extend our thanks. Government is ever changing, and information may become out-of-date. If questions arise, please check with the department of government concerned or with the League of Women Voters.

Fourth edition
December 1970



The Denney House
1748
KING AND FAIRFAX STREETS

Cover Design by Deborah Ellis (Mrs. L. B. Bigelow).
Drawings of historic buildings by C. T. Washburn, used by permission of the City Manager.

Drawing of John Adams School and the Academy by Carroll Davenport, used by permission of the Superintendent of Schools.

For additional copies of *Know Your City*, call the League's Publications Chairman, Mrs. Burton Bruce, 370-2759.

INTRODUCTION

Alexandria's first recorded beginnings were in 1669, when the site was included in a patent granted by colonial Governor William Berkeley of Virginia which conveyed 6,000 acres of land at Bellehaven for bringing 120 colonists to Virginia. Shortly after being issued, the patent was purchased by John Alexander, pioneer for whom the town later was named.

In 1748, the House of Burgesses authorized a town of 60 acres here, to be governed by trustees. George Washington, as a young surveyor, helped lay out town lots. With its incorporation in 1779, Alexandria was made a Port of Entry to the United States and a Customs House was established. Prospering, it became a city of fine houses and shops, a center of culture and trade, with Washington and George Mason prominent in the community.

In 1789, a portion of the city was ceded by Virginia to the federal government as part of the 10-square mile area which was to become the District of Columbia. Congress, however, prohibited construction of public buildings south of the Potomac, and in 1846 Alexandria and what is now Arlington County were retroceded. In 1852, Alexandria acquired city status and its first charter. The present charter, granted by the Virginia General Assembly in 1950, was extensively amended in 1968.

The city has known war since 1754, when Washington drilled his first military command — less than 100 militia men — in Market Square. French volunteers strolled the streets during the American Revolution, and Hessian prisoners are said to have laid cobblestones still in use today. During the War of 1812, Alexandria was ransomed and held by the British. The city came under military rule again from 1861-65, when it was occupied by and served as a major staging area and logistical center for Union armies.

Alexandria has annexed parts of Arlington and Fairfax Counties on a number of occasions, the latest in 1952, to gain its present area of 15.6 square miles. In recent years, the city has experienced extraordinary growth. The 1970 Census reports a population of 110,938, an increase of 21.9 percent in the last decade alone. Continued growth, although at a lesser rate, is expected, according to the city manager.

Past economic, political and cultural developments play a large part in the city's present-day life. In such varied fields as recreation, housing, crime control, urban renewal, economic opportunities and metropolitan cooperation, outlined in this booklet, history has been and will continue to be made as Alexandria moves into the '70's.

CITY GOVERNMENT

Cities and counties in Virginia receive authority to govern themselves from the General Assembly; cities are granted more local autonomy than counties. (Alexandria has no county affiliation.) The state Constitution requires cities to elect certain officials to perform local duties for the state: the Commissioner of Revenue and City Treasurer (see Fiscal Information section), and the Commonwealth Attorney, City Sergeant and Clerk of the Court (see Courts). Expenses of these offices are shared by city and state. Each city must have a court or courts of record. Other powers are spelled out in the City Charter, granted by the General Assembly. Changes in the structure and powers of the city government

are made by amending its charter; this is done by the General Assembly, usually upon the request of the City Council, and with the concurrence of local representatives in the Senate and House of Delegates.

Alexandria has operated under the Council-Manager form of government since 1922. This centralizes legislative authority and responsibility in a relatively small, elected City Council and also centralizes administrative authority and responsibility in a city manager appointed by the council.

City Council is composed of a mayor and six councilmen, elected at large for a term of three years. The mayor is chosen on a separate ballot; he presides over meetings of the council and acts as head of government on all ceremonial occasions; his salary is \$450 a month. Council members, who choose one of their number to serve as vice-mayor, receive \$400 monthly. Council determines the needs and the degree of service to be provided by the administrative branch of the city government. Under Alexandria's charter, it has power to:

- Appoint and remove the city manager.
- Adopt the budget of the city and tax measures in support of it.
- Authorize the issuance of bonds by a bond ordinance.
- Inquire into the conduct of any city office, department or agency.
- Establish administrative departments, offices and agencies.
- Appoint members of the School Board and other advisory boards and commissions.

Determine policy and adopt ordinances.

The council meets in regular session at City Hall on the second and fourth Tuesdays of each month at 7:30 p.m. Regular meetings are not always held in July and August. Meetings are open to the public. Council also holds neighborhood meetings; six are scheduled for 1970-71.

The City Manager is the city's chief administrative officer. Under charter provisions he is required to:

- Attend all meetings of council, with right to introduce ordinances and to speak but not to vote.
- Keep council advised of financial condition and future needs of the city and of all matters pertaining to its proper administration, and make recommendations as may seem desirable.
- Prepare and submit the annual budget and be responsible for its administration after adoption; prepare program of capital improvements and a budget therefor, for the term of years designated by council.
- Prepare annual and monthly fiscal reports and activity reports.
- Appoint heads of departments and other officers and employees.

The City Attorney, elected for a three-year term, is legal advisor to City Council. He prepares all ordinances and legal papers for the city, interprets laws and prepares leases, deeds, etc., for the various departments. His office prosecutes violations of city ordinances in Municipal Court.

The City Clerk is appointed by council and serves as its secretary. Responsibilities of this office include preparing the docket of council meetings, keeping minutes and making transcripts of the proceedings. The clerk is responsible for the custody and use of the Corporate Seal of the city, and maintains as a matter of record all city documents.

FISCAL INFORMATION

The General Budget is prepared by the city manager and submitted to City Council at its first regularly scheduled meeting each April. A capital improvement budget and an explanatory budget message are submitted at the same time. The city manager is required to submit a balanced budget and he may propose altering existing or adding new taxes needed to balance it. Council sets a time and place for public hearings, to be at least 60 days before the beginning of the next fiscal year, and publishes notices of these hearings. The school budget is included in the general budget, but is discussed earlier, in separate hearings.

Individual cities are restricted by the state from borrowing money through bond issues in excess of 18 percent of the assessed valuation of the real estate subject to taxation. The city may tax personal property, cigarettes, hotel and motel rooms, real estate, licenses, utilities, admissions and sales. (For rates and due dates, see Taxpayers Calendar, p. 31.) Income and certain public service franchises are taxed only by the state.

Bonded indebtedness in Alexandria has been incurred for major capital improvement projects such as schools, parks, libraries and streets. Debt service charges are included in the operating budget. The city's "A" credit rating and sound fiscal policies result in a favorable interest rate on sale of its bonds. An independent audit is required by city charter.

The Director of Finance is on the staff of the city manager. He is responsible for compilation of current expense estimates and of capital estimates for the respective budgets; supervision and authorization of disbursement of monies; maintenance of a general accounting system; preparation of a monthly financial statement for council; supervision of purchases; approval of all proposed expenditures and cost analysis to determine means of achieving economy.

The Tax Inspector is responsible for enforcement of business licenses, real and personal property taxes levied by the city.

The Real Estate Assessor is responsible for continuous assessment of all real estate, preparation of the annual assessment rolls, maintenance of all records, tax assessment map and plat book needed to provide tax information to both the city and the public. The assessor is required to notify property owners of any change in assessments.

The Real Estate Equalization Board is composed of five members, three appointed by the Corporation Court and two by City Council. All property owners have the right to appear before the board if they feel their assessments are not equitable; the real estate assessor also must appear before the board, which has power to revise, correct and amend assessments made by him.

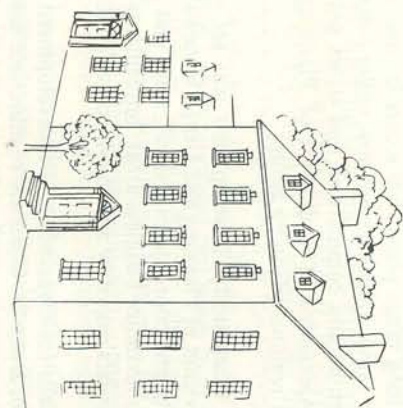
The City Collector is elected for a three-year term. This office collects all city taxes, licenses and other revenues, including automobile and truck tags.

The City Treasurer, an officer required by the state Constitution, serves both city and state. He is elected for four years. He is the custodian of all city funds and serves as the fiscal officer for payment of city bonds, checks and notes. His office collects all state income taxes, licenses and other revenues.

The Commissioner of Revenue also is a constitutional officer, elected for four years. His duties include preparation of the land book on the basis of assessments made by the real estate assessor. He also issues all business and professional licenses. Taxpayers file state and local returns with this office.

ooo's omitted

	Fiscal Year 1967-68	Fiscal Year 1968-69	Fiscal Year 1969-70	Fiscal Year 1970-71
BUDGETED REVENUES				
General Property Taxes	15,449	17,190	20,117	22,125
Other Local Taxes	2,895	4,845	5,860	6,427
Licenses, Permits, Fees	2,379	2,451	2,687	2,867
Court Fines, Fees, Costs	366	407	443	462
Revenue From Money and Property	364	332	329	601
Revenue From Other Agencies	2,609	2,867	2,106	2,075
Service Charges	117	79	143	91
Sale of Services and Materials	4	4	4	5
Other Revenues	23	18	19	19
School Revenues	3,366	4,079	4,399	4,771
Balance Carried Forward	1,273	1,333	1,128	1,555
TOTAL	28,845	33,606	37,236	40,998
BUDGETED EXPENDITURES				
Legislative and Executive	125	147	228	246
Administration of Justice	470	560	596	692
Staff Agencies	2,092	2,608	2,436	2,664
Public Works	2,046	2,319	2,598	2,661
Protection To Persons and Property	4,497	5,404	6,337	6,834
Health and Welfare	1,747	1,735	1,074	1,655
Recreation and Cultural Activities	581	690	801	1,005
Education	11,422	13,944	15,842	17,858
School and General Debt Service	3,427	3,327	4,434	4,943
Miscellaneous	837	870	890	308
Capital Improvements	1,600	2,000	2,000	2,132
TOTAL	28,845	33,606	37,236	40,998
POPULATION				
At Start of Fiscal Year	104,750	106,750	108,250	110,938



Shady's Tavern
1752
128 NORTH ROYAL ST.

ADMINISTRATION

The General Services Department cares for Alexandria's physical property, which includes 44 municipal buildings and 300 pieces of motor and construction equipment. It supervises City Hall communications, including its Centrex telephone system, messenger service, mail room and duplicating and printing. General Services also coordinates civil defense, enforces animal laws and operates the Market Square underground parking garage.

The Data Processing Department operates all electronic data processing facilities and systems in Alexandria. Examples of the tremendously varied activities of this department include printing 40,000 report cards, controlling library circulation and processing additions to the voter registration list. The public schools make the most use of the facilities, accounting for 40.9 percent of data processing man-hours and 51.8 percent of equipment hours in 1968-69.

Personnel recruits city employees and conducts competitive examinations, administers classification and pay plans, leave, Workmen's Compensation, retirement, hospitalization and life insurance. This department also maintains personnel records and certifies the city payroll. A new Educational Incentive Plan, under the department, pays tuition for work-related college courses taken by municipal employees. Grievances and a suggestion program also are handled by Personnel.

The Department of Planning and Regional Affairs is concerned with guiding the city's physical change and growth to meet the needs of an expanding population, and at the same time preserving historic sites. Its responsibilities include land use, thoroughfare plans, community facilities, public improvements, zoning and subdivision regulations.

The Current Planning Division processes special use permits, zoning appeals, re-zoning petitions, subdivision plats, etc. An Advance Planning Division collects

and analyzes basic data and prepares long range plans. For example, one study deals with impact of the metropolitan rapid transit system now under construction, and covers land use, both residential and commercial, and street patterns around proposed Metro stations in Alexandria. The director of Planning and Regional Affairs cooperates with other regional planning groups.

The Department of Housing and Community Development was set up in 1967-68, when the Urban Renewal Division of Planning and Urban Renewal was given separate status. The new department coordinates federal, state and local housing programs. It proposes ways to revitalize business areas, implements City Council's Fair Housing program and assists minority and low-income families to find housing.

The Dip Urban Renewal Project calls for clearance and redevelopment of a 14-block area around Route 1, south of Duke St. Goals are to eliminate some of the worst housing and environmental conditions in the city and to provide an attractive gateway to downtown Alexandria. It has tentative approval of a \$4,900,000 federal grant from Housing and Urban Development (HUD). When completed, it will offer an additional 300 low and moderate-income housing units in a balanced neighborhood.

The Police Department is composed of 189 uniformed men serving in four divisions. The Administrative Division includes the Chief of Police and an administrative assistant. The Police-Community Relations Unit, organized in February 1971, is comprised of five men and works directly out of the office of the chief.

The Uniformed Division contains the Patrol Bureau, responsible for apprehending criminal and traffic violators, investigating complaints, directing traffic and providing for general safety in the city. The Traffic Bureau enforces laws for both pedestrians and vehicles, and also includes 28 school crossing guards.

A Detective Bureau and a Juvenile Bureau are both part of the Investigative Division. The Detective Bureau investigates all major and minor crimes, checks suicides and sudden deaths, and handles the return of prisoners from other jurisdictions. The Narcotics Squad also is under this division. The Juvenile Bureau deals with persons under 18 and serves as liaison with the Juvenile and Domestic Relations Court.

The Services Division is comprised of the Identification Bureau and the Property and Records Bureau. Identification processes include fingerprinting, photography and collection of scientific evidence such as foot and tire prints.

The Alexandria Police Department also includes ten K-9 Corps men and dogs. Beginning salaries for police and firemen are \$8,665. Alexandria, along with Fairfax County and Arlington, trains men at the Northern Virginia Police Academy. At present 24 Alexandria policemen are assigned to the academy. Upon successful completion of courses there, they will have earned college credit toward a degree in police administration.

The Fire Department has four objectives: to prevent fires, to prevent loss of life and property, to prevent the spread of fire and to extinguish fire.

The Communications division is set up to receive emergency alarms. A locator file gives locations of streets and block numbers; a running card system locates municipal and private alarm boxes. All systems are tested twice daily and an

LIBRARY

The Alexandria Library, established as a subscription library in 1794, became a public institution in 1937. It is governed by a board which includes four members appointed by the mayor (two from City Council and two from the city at large) and three members of the Library Company.

The main building on Queen St., constructed on the site of an old Quaker burying ground, includes two wings built in the mid-1960's. One houses a special collection of Virginia history, the other a newspaper and periodical reading room. Burke Branch, on Seminary Rd., was dedicated in spring 1968, and Duncan, on Commonwealth Ave., opened in December 1969. With the opening of this newest branch, a bookmobile which served outlying areas was phased out.

The library offers a full range of services: free recordings of books and magazines to the visually handicapped, through the Library of Congress Talking Book Division; home delivery of requested items to persons physically unable to visit the library; regularly scheduled film programs; children's story hours, puppet and pet shows, plays, etc.; and meeting rooms for community organizations.

MAILS of Washington, an area-wide coalition of government, university and other special libraries, makes more than 85 million items available to Alexandria residents on an inter-loan basis. Framed works of art may be checked out, and at the main library a non-profit paperback book store has been set up as an additional source of student reading material.

COMMUNITY SERVICES

The Alexandria Hospital is a voluntary, non-profit community hospital providing services in two buildings, one at 709 Duke St., and one at 4320 Seminary Rd. It is governed by a corporation of 500 citizens who elect the Board of Directors.

The Duke St. facility has 130 medical and surgical beds and 16 psychiatric beds. The emergency room, with an innovative staffing pattern which has been used as a model throughout the United States, is located at Duke St. At the Seminary Rd. facility, there are 184 medical, surgical, obstetric and pediatric beds and 66 bassinets.

Circle Terrace Hospital and Jefferson Hospital, also located in the city, are privately owned.

The Alexandria Community Welfare Council is an organization of citizen volunteers who study community needs and problems, involve groups and agencies in solving them, bring people together to help others, and take action to improve the welfare of the community. It is a regional unit of the Health and Welfare Council of the metropolitan area and receives its financial support from the United Givers Fund. It publishes a directory with information on health, welfare and recreation agencies which is available on request.

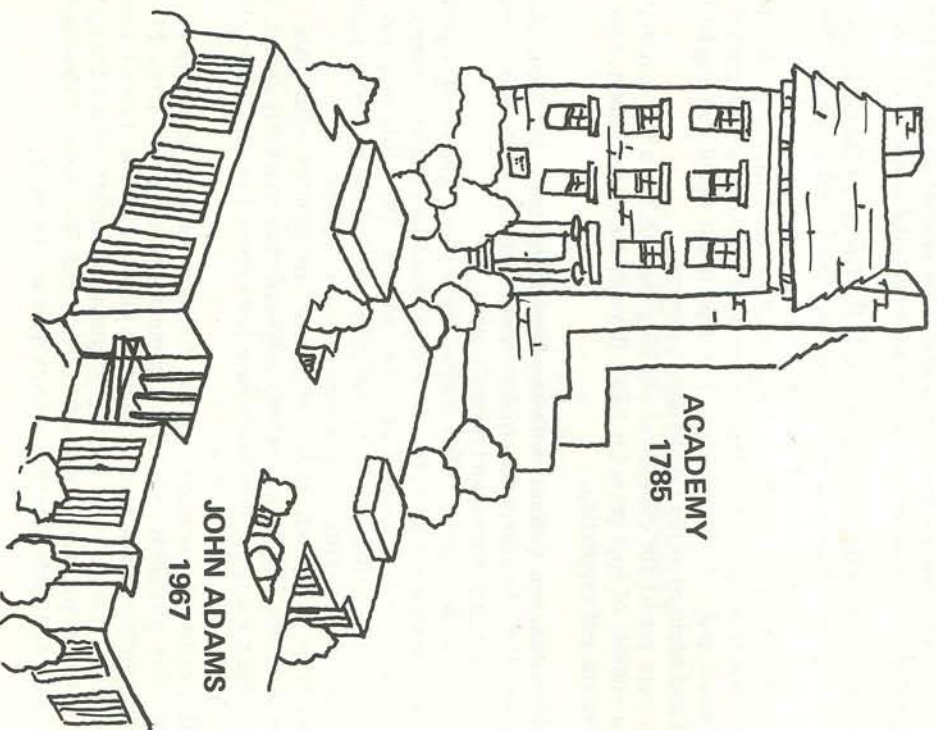
EDUCATION

Public education in Alexandria spans 185 years, from the old Alexandria Academy, erected in 1785, to its 1970 status of 18,000 pupils in 24 different schools.

George Washington was a trustee of the Academy, and in conjunction with it established the first public school in Northern Virginia. Robert E. Lee's early schooling was there. Excellently preserved, the building still is in use by the administrative offices of the Alexandria schools.

In architectural contrast, the innovative building design of the new Jefferson-Houston Elementary School features two large "pods" which can be divided by demountable partitions. Climate control, special community recreation opportunities and twelve-month school operation are part of this concept.

The city owns and operates 16 elementary schools (including Jefferson-Houston and John Tyler, scheduled for opening in fall 1971), two special



schools, three middle schools and three high schools. The system is organized by grades on the Kindergarten-6, 7-8, 9-12 plan. Kindergartens are operated on a half-day basis. The elementary schools are organized on a "continuous progress" plan; the curriculum emphasizes the basic skills of reading, writing and mathematics. Supporting the classroom teacher are special teachers of art, vocal and instrumental music, speech, physical education, and French (beginning in 4th grade).

Team teaching in English, mathematics, science and social studies is featured in the middle schools (grades seven and eight). Physical education is required for all students. Elective subjects are art, music, home economics, industrial arts, and French. The high schools offer the following programs: general academic; the science/engineering or technological; business education; vocational-industrial arts; and the general high school program. The public schools also maintain classes for children with special educational needs, including educable and trainable retarded children and children with visual and hearing handicaps. Diagnostic resource classes are available to children with various learning disabilities.

Each school has a library staffed by a trained librarian. Guidance services are offered to pupils from kindergarten through the senior year of high school. There is a Director of Guidance for the entire school system, and Guidance Departments are located in each high school and middle school and in some elementary schools. The city schools also offer programs in adult education; adult basic education (designed to teach adults to read, write and spell better); and a six-week summer session at the elementary, middle and high school levels. School lunches, costing about 40 cents a day, are served in all the schools. Pupils unable to pay for a hot lunch are given partial or full assistance, depending upon need. A proportion of middle and high school students travel to school via special AB&W buses, paying a reduced student rate. The school system provides bus service for elementary pupils only in special situations, such as transporting students from overcrowded to under-enrolled schools.

The 1970 Alexandria School Board is composed of nine members, each appointed at large by City Council for three-year staggered terms. Members must be residents of Alexandria and serve without pay. The Board meets at 7:45 p.m. on the first and third Wednesdays of the month at the School Administration Building, 418 S. Washington St. Meetings are open to the public, except occasional executive sessions on personnel or real estate. Minutes are kept by the Clerk of the Board and are available to the public.

The Board reorganizes as soon as possible after July 1 each year and elects one of its members Chairman and one Vice Chairman. The School Board is responsible for formulation of policies for the Alexandria School system. It also supervises the operation of city schools, hires personnel, and approves expenses and changes in instruction and curriculum.

The day-to-day operation of the schools is carried on by the Superintendent of Schools, who is hired by the School Board on a State Commission contract not to exceed four years.

In September 1970, there were 18,000 pupils in the system and a professional staff of 1,103. More than 99 percent have bachelor's degrees and many hold

master's degrees and doctorates. New teachers hired are required to hold the bachelor's degree and to be certified by the State Department of Education.

The state minimum salary schedule for 1970-71 for teachers with a bachelor's degree is \$5,300; \$7,100 after 12 years experience. In Alexandria, salaries range from a minimum of \$7,250 to a maximum of \$12,688 (after 13 years) for B.S. degree; from \$8,338 to \$15,008 (after 15 years) for M.A. degree; from \$9,209 to \$16,313 (after 16 years) for Ph.D. (Additional increments are paid for graduate work above the degree level for B.S. and M.A.) Alexandria ranks first among city school systems in the state on minimum salary, and first on maximum salary.

About 76 percent of the funds for operation of the schools (including debt service) comes from local sources, 16 percent from the state, and 8 percent from federal sources. The cost of supporting the schools accounts for 43 percent of the total city budget.

School Board Members

Norman B. Schrott, Chairman
696 Janneys La., 22302

Ferdinand T. Day, Vice Chairman
419 N. Fayette St., 22314

Dorsey W. Akers
2944 Landover St., 22305

Erwin A. Bondareff, M.D.
4201 Ormond Ave., 22304

Colonel Henry S. Brooks
201 Gibbon St., 22314

William B. Hurd
219 S. Royal St., 22314

Mrs. Elizabeth W. Land
220 Virginia Ave., 22302

Carlyle C. Ring, Jr.
308 Monticello Blvd., 22305

Robert A. Wood
1306 Trinity Dr., 22314

School Administration

Dr. John C. Albohm, Superintendent of Schools

Raymond F. Sanger, Deputy Superintendent

SERVICE DIRECTORY

City Hall 125 North Royal Street, Alexandria
For information on any office not shown, dial 750-6000
City Manager
Wayne F. Anderson, City Hall 750-6201

*Non-government organizations

Alexandria Community Welfare Council*

Mrs. Zoe Carrigan, Executive Director
1707 Duke Street

(For information on day care centers, health, welfare and recreation services, call the above agency.) 549-4447

Animal Shelter

910 S. Payne St. 750-6597

Animal Warden

City Hall 750-6431

Assessment and Real Estate

J. Aubrey Matter, City Assessor

City Hall 750-6231

Appeals (Board of Equalization and Assessment Review)

City Hall 750-6231

Auto Registration and Licenses

City Hall - City Stickers 750-6315

Virginia Tags, 130 N. Pitt St. 836-7668

Drivers License

3431 So. Carlyn Spring Rd., Baileys Crossroads 820-0072

Board of Trade*

Harold E. Kammerer, Executive Director
400 South Washington St. 549-1000

Building Permits

A. R. Lash, Director

Dept. of Building and Mechanical Inspections, City Hall 750-6476

Business and Professional Licenses

Charles A. Callahan, Commissioner of Revenue
City Hall 750-6361

Citizens Assistance Officer

City Hall 750-6483

City Attorney

V. Floyd Williams, 110 So. Fairfax St. 750-6287

City Clerk and Clerk of Council

Mrs. Helen Vickers, City Hall 750-6531

City Democratic Committee*

C. Stanley Dees, Chairman
314 N. Pitt St. 549-5366

City Republican Committee *

Hugh Mulligan, Chairman
3305 Elmore Dr. 549-0585

City Sergeant

Raymond E. Fogle, City Hall 750-6581

Civil Defense

Royal Reynolds, City Hall 750-6431

SERVICE DIRECTORY (Con't.)

Colleges (No. Virginia area only)*

George Mason College of the University of Virginia
Fairfax, Va. 591-6000
Northern Virginia Community College
8333 Little River Turnpike, Annandale
(Permanent eastern campus in Alexandria to be completed in fall 1972) 280-4000

Northern Virginia Center of University of Virginia
School of General Studies - 200 Park Ave., Falls Church 532-5800

Southeastern University - Alexandria Branch
4646 Seminary Rd. 628-9590

Commonwealth Attorney
John E. Kennahan, City Hall 750-6434

COURTS

Circuit

Clerk, Alvin W. Frinks
130 N. Fairfax St. 750-6446

Sinclair, Arthur W., Senior Judge

Bryan, Albert V., Jr., Judge

Jennings, Bernard F., Judge

Keith, James, Judge

Millspaugh, Burch, Judge

Morris, Lewis D., Judge

Plummer, William G., Judge

Thomson, Percy, Judge

Corporation

Clerk, Alvin W. Frinks
130 N. Fairfax St. 750-6446

Backus, Franklin P., Senior Judge

Giammitorio, George M., Judge

Wright, Wiley R., Jr., Judge

Justice of the Peace

400 N. Pitt St. 549-0013

Juvenile & Domestic Relations

Clerk, Michael J. Barrett

115 N. Patrick St. 750-6547

Pancost, Irene L., Judge

Peters, Joseph L., Substitute Judge

Probation Officer 750-6547

750-6283

Marriage Licenses

City Hall 750-6446

Municipal

Clerk, Frederick Jackson

130 N. Fairfax St. 750-6331

O'Flaherty, Daniel F., Judge

Colby, Robert T., Jr., Judge

Woolfs, James, Substitute Judge

Kent, Donald, Substitute Judge

United States District Court

Clerk, W. Farley Powers, Jr.
Main Post Office Building, 200 S. Washington St. 549-2429

Lewis, Oren R., Judge 836-3133

Dog Licenses

Arthur M. Rector, City Treasurer

City Hall 750-6427

Economic Opportunities Commission

Mrs. Judith S. Johnson, Director
405 Cameron St. 750-6436

EMERGENCY PHONE NUMBERS

FIRE 549-5100
POLICE 549-7230
EMERGENCY AMBULANCE 549-5100

Elections

Robert L. Murphy, Secretary
Alexandria Electoral Board

123 N. Fairfax St. 836-5757

Electric Service and Bills*

Virginia Electric and Power Co. (VEPCO), 907 W. Glebe Rd. 549-2300

Fire Department

Milton Penn, Chief
Powhatan and 2nd St. 750-6522

Gas Bills and Service*

Washington Gas Light Co., 1100 H St., Washington, D.C. 750-1000

Health Department

Thomas F. McGough, M.D., Director
517 N. St. Asaph St. 750-6250

Hospitals*

Alexandria Hospital

709 Duke St. 931-2000

4320 Seminary Rd. 931-2000

Circle Terrace, 904 Circle Terr. 836-6900

Jefferson Memorial, 4600 King St. 931-2800

Housing

Harry E. Walmer, Housing Administrator
Dept. of Housing and Community Development 750-6311

Jail

403 N. St. Asaph St. 750-6336

Legal Aid Society

220 N. Washington St. 750-6491

Libraries

Main Library, 717 Queen St. 750-6351

Burke Branch, 4700 Seminary Rd. 931-1930

Duncan Branch, 2501 Commonwealth Ave. 750-6343

Mental Health Center (Alexandria Community Mental Health Center)

Sidney Shankman, M.D., Director
720 N. St. Asaph St. 836-5751

Newspapers*

Alexandria Gazette (daily except Sundays), 717 N. St. Asaph St. 549-0004

Alexandria Globe (weekly), 394 Maple Ave., Vienna, Va. 938-7000

Alexandria Journal-Standard (weekly), 331 N. Fairfax St. 549-8722

Planning Commission

T. Edward Braswell, Jr., Chairman

213 S. Pitt St. 548-2652

Planning and Regional Affairs

Richard C. Massell, Director
City Hall 750-6291

Police

John Holman, Chief
400 N. Pitt St. 549-0013

Public Works

Philip Hall, Director
City Hall 750-6451

Recreation and Cultural Affairs (Parks)

Eugene Barnwell, Director
City Hall 750-6325

Redevelopment and Housing Authority

Harland Heumann, Executive Director
600 N. Fairfax St. 549-7115

Sanitation Authority

835 S. Payne St. 549-3381

Schools

Dr. John C. Albohm, Superintendent
418 S. Washington St. 750-6566

School Board

Norman B. Schrott, Chairman
696 Janneys La. 548-0348

Mrs. Marguerite Wallace, Clerk

School Administrative Offices 750-6411

Senior Citizens Employment Service

Mrs. Sally Debelles, Executive Director
220 N. Washington St. 836-4414

Social Security Administration

825 So. Washington St. 783-5666

Social Services, Department of (formerly Welfare)

Miss Barbara K. Watkins, Director
City Hall 750-6225

Taxes

Collector of City Taxes
Mrs. Margaret R. Collier, City Collector
City Hall 750-6315

Collector of State Taxes

Arthur M. Reector, City Treasurer
City Hall 750-6427

Commissioner of Revenue

Charles A. Callahan
City Hall 750-6361

Trash Collection

5301 Eisenhower Ave. 751-5130

Voting Information

Fred S. Pettit, Registrar
City Hall 750-6236

Water Bills and Service*

Alexandria Water Company
2223 Duke St. 549-7050

Youth Coordinator

Lewis Forest, City Hall 750-6325

Zoning Appeals, Board of

Henry A. Thomas, Chairman 548-5500

COURTS

The Juvenile and Domestic Relations Court determines cases involving dependent, neglected and delinquent children, to age 18, and offenses committed against them. It also has jurisdiction over cases involving a crime of one member of a family against another (except murder or manslaughter). The judge is appointed by the Corporation Court for a term of six years. Court sessions are closed when hearing cases involving juveniles. The court is assisted by a staff of probation officers and clerical help.

The Municipal Court handles both civil and criminal cases, usually of a minor nature, and has jurisdiction for the trials of all offenses against city ordinances. Its two judges are appointed by the Corporation Court for six-year terms.

The Corporation Court is a state court of record with jurisdiction over criminal cases involving felonies and major civil actions. It is the court of appeal for Municipal Court and Juvenile and Domestic Relations Court in Alexandria. The three judges are elected by the General Assembly for eight-year terms.

The Circuit Court of Alexandria is part of the Sixteenth Circuit Court of Virginia which includes Fairfax and Prince William Counties. It has concurrent jurisdiction with the Corporation Court in all matters except criminal cases. Deeds, mortgages, wills and other papers are filed with this court. The eight judges are elected by the General Assembly for terms of eight years.

Alexandria is within the jurisdiction of the United States District Court for the Eastern District of Virginia. The District Court has jurisdiction over cases arising under the Constitution, laws or treaties of the United States, including offenses committed on federal property, as well as civil cases where the matter in controversy exceeds \$10,000 and is between citizens of different states. The judge is appointed by the President and confirmed by the Senate to serve during good behavior (ordinarily for life).

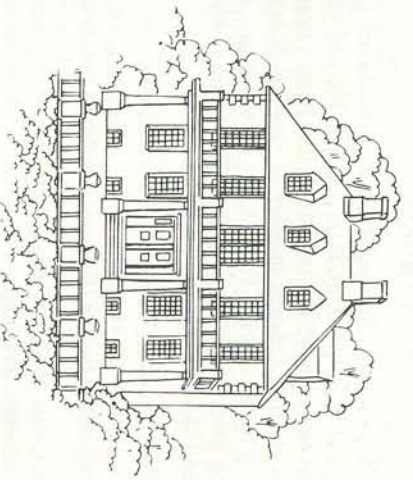
There are five Special Justices (formerly called Justices of the Peace), who issue both warrants for arrest and search warrants, set bond for persons under arrest, execute recognizance on bonds and accept collateral for traffic offenders. A Special Justice is always on duty at Police Headquarters. The Justices are appointed by the Corporation Court for four-year terms.

Jury Service. Citizens are paid \$8.00 per day for service on grand and trial juries (composed of both men and women). Inquiries regarding exemption from jury duty should be directed to the Clerk of Courts.

The Commonwealth Attorney is the legal advisor to state officers within the City of Alexandria. He is the state prosecutor in criminal cases and assists the state Attorney General in representing the state in civil cases in the city. (He is not to be confused with the City Attorney, legal advisor to City Council.) He is elected for a four-year term.

The Clerk of Courts serves the Alexandria division of both the Circuit and Corporation Courts. He is the chief administrative officer of the court and is the recorder of all deeds and legal papers. At trials he swears in witnesses and jurors and reads the charges against a defendant. He is elected for an eight-year term.

The City Sergeant, in addition to his duty as custodian of the city jail, is responsible for serving all the civil papers for the Circuit, Corporation, Municipal and Juvenile and Domestic Relations Courts. He is elected for a four-year term.



The Carlyle House 1752

121 NORTH FAIRFAX ST.

APPOINTIVE BOARDS AND COMMISSIONS

Many public-spirited citizens serve Alexandria as members of appointive boards and commissions. They serve without pay and give generously of their time and interest. The success of the Council-Manager form of government depends to a large extent on the continuity provided by staggered-term appointments to these bodies.

Some of the advisory boards appointed by the City Council have been noted in connection with the department which they serve.

The Planning Commission is composed of seven members, six being appointed by council for four-year terms. One member is appointed to the commission from the Board of Zoning Appeals to serve concurrently with his term on that board. The Director of Planning serves as secretary to the commission.

The commission is responsible for the adoption of a master plan for the city in whole or parts, and for promoting public interest and understanding of the plans. It approves subdivision plats, considers requests for rezoning and special use permits, etc. Its recommendations are then reviewed by council for denial or approval. It meets the first Tuesday of each month (except July and August) in City Council chambers, and at other times upon call. Meetings are open to the public.

The Board of Zoning Appeals is composed of five members appointed by council for four-year terms. It hears appeals from action of the Zoning Administrator (a member of the staff of the Planning Department). It may grant variations in zoning regulations to alleviate hardship, and exceptions to zone regulations under certain conditions. Appeals from its decisions are heard in Corporation Court.

The Board of Architectural Review is composed of nine members, all Alexandria residents, appointed by City Council for three-year terms. The board

must include three certified architects, one real-estate broker and five citizens, one to be elected by the Planning Commission from its citizen members, and one elected from the Alexandria Historical Restoration and Preservation Commission. The City Building Inspector serves as secretary to the board.

The board was established for the effective protection and preservation of the "Old and Historic Alexandria District" which delineates places and areas of historical interest, including the George Washington Memorial Parkway. Approval of the board is needed for the exterior architectural features, including signs, of buildings erected, reconstructed, altered or restored in this district. No buildings which existed within the district in 1846 or prior thereto may be razed without approval of the Board.

The district is bounded generally by Oronoco St. on the north, the Potomac River on the east, Hunting Creek on the south, and Alfred St. on the west, and includes property on Washington St. north to the city limits.

The Alexandria Redevelopment and Housing Authority was authorized by City Council in 1939, in compliance with enabling legislation passed by the General Assembly in 1936. Its board of seven commissioners is appointed by City Council for four-year terms, expiring at intervals.

The purpose of the authority is to develop and administer public housing for persons in the lowest income brackets, in accordance with state and federal statutes, and regulations prescribed by the Department of Housing and Urban Development.

The Authority also serves as the duly designated agent of the City of Alexandria to contract with, and be responsible to, the federal agencies in the undertaking and execution of Urban Renewal Projects approved by the City Council. At present the authority operates a total of 1,034 rental units for low income families and has two urban renewal projects in the execution phase.

The Alexandria Sanitation Authority, created in 1952 by action of the General Assembly, is charged with responsibility for the development of a pollution abatement program. Agreement was reached with Fairfax County to construct and operate a sewage disposal system to serve the needs of Alexandria and neighboring portions of Fairfax County. The system was financed by sale of revenue bonds which are being retired by sewage disposal charges imposed upon those served by the system. Charges are based upon consumption of water on a separate rate schedule and are billed and collected for the authority by the Alexandria Water Company. City Council appoints the five members of the authority for four-year terms.

The Economic Opportunities Commission (EOC) was created by City Council in March, 1966, as a public agency to work toward the elimination of poverty and to provide added opportunities of all kinds for the disadvantaged, the unemployed and the underemployed. In addition to city funds, the commission receives federal, state and private funds to assist in carrying out its programs which include: Headstart and day care programs for pre-school children; alcoholic counseling; legal aid services; job referral and placement and job training programs and the Neighborhood Youth Corps.

The commission is composed of 45 members appointed by council, 15 of whom must be elected representatives of the poor.

Other Advisory Boards, Committees and Commissions appointed by council:

- City Beautification Committee
- Bi-Centennial Committee
- Drug Abuse Control Commission
- Alexandria Highway Safety Commission
- Housing Availability Board
- Committee to Study Hospital Needs and Problems
- Industrial Development Authority
- Alexandria Community Mental Health Services Board
- Middle Income Housing Committee
- Planning Advisory Committee
- Potomac River Basin Compact Committee
- Sister City Committee
- Advisory Tax Commission
- Alexandria Tourist Council
- Citizens Advisory Committee to Study the Workable Program

REGIONAL AND METROPOLITAN COMMISSIONS

As a jurisdiction in the Greater Washington Metropolitan Area, Alexandria is represented on the following:

The Juvenile Detention Commission for Northern Virginia is responsible for the direction of the Northern Virginia Juvenile Detention Home, a facility for juveniles awaiting court action by any of the jurisdictions participating in its maintenance: Alexandria, Falls Church, Arlington and Fairfax Counties. City Council appoints Alexandria's two members who serve four-year terms. The expense of the home and two-thirds of the salaries of the staff are paid by the state. The four jurisdictions assume the balance on a population ratio. Schooling is provided.

The Northern Virginia Recreation and Cultural Authority is composed of representatives from Alexandria, Falls Church and Fairfax City and Arlington and Fairfax Counties. The authority is authorized to acquire, construct, equip and maintain a civic auditorium and athletic stadium.

The Northern Virginia Planning District Commission, successor to the Northern Virginia Regional Planning Commission, was organized in 1969 under provisions of the Virginia Area Development Act of 1968. This act directed the Division of State Planning and Community Affairs to group all counties, cities and towns into planning districts for intergovernmental cooperation on regional development plans. The act provides that these districts eventually may become service districts should their voters so decide in referendum.

The commission has 27 members (participation is voluntary), representing the counties of Arlington, Fairfax and Prince William, the cities of Alexandria (two members), Fairfax and Falls Church; and the towns of Herndon, Leesburg, Manassas and Vienna. Funding comes from a state grant based on population plus additional money to match the local contribution.

The Metropolitan Washington Council of Governments (COG), established in 1965, is a voluntary organization of the 15 local governments of the region. COG is the metropolitan planning agency for the Washington area, and is the area's official review agency for applications from governments for funds available under federal programs. Its financial support comes from local government contributions, some state sources and federal grants.

The general membership of COG (203) is composed of officials of the governing bodies of COG's participating governments, members of the House and Senate District Committees and the Maryland, Virginia and Congressional legislators from the Metropolitan Washington Area. The board of directors has 19 members: one selected from and by each of the 14 suburban governing bodies, two from the District of Columbia and three elected by the general membership — one from the Congressional District Committees and one from each of the two state legislatures. The eight-member steering committee represents the seven local governments with populations of more than 100,000 and one at-large member elected by and from the general membership to represent the eight jurisdictions of less than 100,000.

COG policy committees include Health and Environmental Protection; Community Resources, Land Use; Public Safety and the Transportation Planning Board. Committee membership includes governing officials appointed by and from each of the 15 participating governments, together with interested state and federal legislators of the COG membership. The technical committees are composed of senior staff officials from the local governments together with interested state and federal officials and private individuals with special expertise.

The Northern Virginia Regional Park Authority (NVRPA), created in 1959 under the Virginia Park Authorities Act of 1946, plans, acquires, develops, maintains and operates a system of regional parks to complement state and local parks in Northern Virginia. Participation is voluntary and five of the seven major Northern Virginia jurisdictions are now represented in the Authority: Arlington and Fairfax Counties, and the Cities of Alexandria (two members), Fairfax and Falls Church. Financial support comes from annual contributions from the participating jurisdictions (apportioned according to population), state and federal grants.

The Northern Virginia Transportation Commission (NVTC) was created by the General Assembly in 1964 for the purpose of transportation planning for the Northern Virginia Transportation District. In 1966 the Assembly authorized NVTC to plan and assist in financing a regional transportation system for Northern Virginia in conjunction with the state's participation in the Washington Metropolitan Area Transit Authority. In 1970 the Assembly authorized NVTC to acquire rights of way for transit lines and fringe parking facilities, and to operate commuter bus service.

Two members each are appointed by and from the governing bodies of Arlington and Fairfax Counties, and the Cities of Alexandria, Fairfax and Falls Church, and one member represents the State Highway Commission.

Each of the local governments appropriates pro-rated funds to meet the Commission's administrative budget. Each also makes a direct contribution to the administrative and planning budget of the Washington Metropolitan Area Transit Authority (WMATA). Delegates and alternates to the WMATA Board are selected by NVTC from its membership.

emergency generator insures operation in case of power failure; the center also is equipped with civil defense communications.

Firefighters are assigned to seven stations (an eighth is planned for N. Paxton St.) and are responsible for responding to alarms and performing a variety of emergency operations. Firemen participate in home-to-home inspection programs, attend special training classes to keep them up-to-date on newest fire fighting techniques and equipment, and take care of and clean apparatus, equipment and fire stations. Two rescue squads operate ambulances, a rescue truck and a variety of first aid equipment.

Fire prevention personnel enforce laws covering storage and use of explosives and flammables and installation and maintenance of private alarm systems and extinguishers. They inspect exits in schools, hotels, hospitals, churches and theaters, and investigate causes and origin of fires. Special activities of this division include school fire prevention programs and urban renewal surveys. Salary scales for firemen are the same as for policemen, beginning at \$8,665.

The Washington Area Law Enforcement System (WALEs), to which Alexandria's Police and Fire Departments belong, provides for cooperation with neighboring metropolitan governments. The Fire Department responds to calls in other jurisdictions if requested. Through WALEs' computerized information exchange, police cooperate in cases of stolen cars, etc.

The Alexandria Traffic Department copes with the highest traffic density of any city in Virginia — 63,000 vehicles per-day per-mile in 1969, registered on interstate, arterial and primary highways. The department installs and maintains all traffic signals and lights, is responsible for all directional, warning and street name signs. It also investigates accidents, conducts surveys, handles parades, flags, Christmas lights and mobile stands. It impounds and auctions vehicles and makes parking meter collections.

Members of the Traffic and Parking Board serve in an advisory capacity to City Council; seven members are appointed by council for two-year terms. The Alexandria Highway Safety Commission, created by the city to deal with local problems, also makes recommendations to the state Highway Safety Commission.

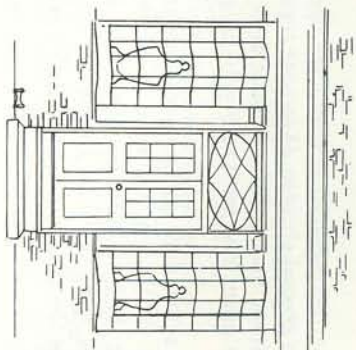
The Building and Mechanical Inspection Department is concerned with public safety through enforcement of the building, plumbing, boiler, air conditioning and electrical codes.

The Building Inspection Division requires information and architects' drawings for any proposed construction. Building permit applications are reviewed by the Planning, Public Works and Traffic Departments; the Health Department also reviews them if intended occupants will be handling food, and the fire prevention bureau checks all except those for one- and two-family dwellings. Inspections are made to be sure construction agrees with the original plans.

The Mechanical Inspection Division examines and licenses electricians, plumbers and gas fitters who work in the city. The division also approves mechanical aspects of construction plans, and inspects wiring, electrical installations and motors, plumbing, gas fittings and sewer connections. Alexandria's street lighting is supervised by the Mechanical Inspections Division; fixtures and poles are owned and maintained by the Virginia Electric Power Company (VEPCO), under contract with the city. The director of the department serves as secretary to Alexandria's Board of Architectural Review.

The Senior Citizens Employment Service, started in November, 1968, serves Alexandria and adjoining Fairfax County by bringing together people, 60 years and over, and employers needing these mature workers. This service, free to both employer and employee, is sponsored by the Gerontology Planning Section, Division of State Planning and Community Affairs, and the City of Alexandria.

The Alexandria Community Mental Health Center is a state mental health agency, funded by both the city and state. During 1969-70, the center treated 7,800 patients in group sessions; 11,400 in individual sessions; and 4,420 in after-care sessions. It also sponsored 29 therapy groups.



*Leadbeater's
Apothecary Shop
Established 1796
1 SOUTH FAIRFAX ST.*

VOTING AND ELECTIONS

You may vote in primary and general elections in Alexandria if:
You are registered to vote.

You are a U.S. citizen, age 18 for federal elections, 21 for state and local elections.

You have lived in Alexandria and Virginia for six months (effective July 1, 1971) and in your precinct for 30 days by the date of the next general election.

Registration

Registration books are closed 30 days before a general or primary election and six days before a special election. When books are open you may register at:

Office of the Registrar, Room 101, City Hall.

For several weeks prior to the closing of the registration books, you may also register at:

Ellen Burke Branch Library, 4701 Seminary Rd.

Mt. Vernon School, 2500 Mt. Vernon Ave.

How to Register

You must apply in person to the registrar and fill out a form containing the following information: name, age, date and place of birth, residence and occupation at this time and one year ago, whether you have voted before, and if

so, the state, county and precinct in which you voted last. If necessary, you may complete the form by giving the information orally to the registrar. In Virginia, you do not declare political party affiliation when registering.

Registration is permanent in Virginia. If you move within the city, you must notify the registrar of your change of address. If you move within the state, you must get a Certificate of Transfer from your former registrar and either take it in person or mail it to the registrar in your new locality before the registration deadline for an election.

New Voters

You may register while the registration books are open if you will reach the age of 18 or 21 by the next general election. (See note regarding voting at age 18.)

Newly naturalized citizens may register at once after receiving citizenship if the registration books are open. You must take your citizenship papers with you when you go to register.

Military personnel on active duty who are legal residents of Virginia need not register, but they must fulfill the residence requirements and must make application for absentee ballots through the State Board of Elections in Richmond. This does not apply to their spouses or dependents, who must be registered and must follow the civilian Absentee Ballot procedure.

Absentee Ballots

An application for an absentee ballot can be obtained from the registrar to be filled out according to the instructions and the signature witnessed. The completed application must reach the registrar not more than 60 or less than five days before a primary or general election. (Not more than 90 or less than ten days if outside the continental U.S.) Be sure to include fee for certified mail.

A ballot will be mailed to you. When you receive the ballot, take it to a notary public without unsealing the envelope. The ballot must then be marked and sealed in the presence of a notary and returned by certified or registered mail. Ballots received after election day cannot be counted.

Primaries

You are eligible to vote in the primary of your party if you are eligible to vote in the general election that follows. The Democratic Party generally nominates its candidates by state-run primary; the local Republican Party usually selects its candidates by party-run primary. State-wide Republican candidates are usually selected by Convention.

Voting

For voting purposes, the city is divided into eight wards, containing 28 precincts. Voting machines are used in Alexandria.

Polls

Polls are open from 6 a.m. to 7 p.m. When you register, the registrar will inform you of your precinct and polling place.

Political Party Organization

Any qualified voter (including government employees) may become a member of a political party if he believes in the principles of the party and intends to support its candidates.

In Alexandria, the two major parties are each headed by a city committee. Democrats elect their committeemen by precinct at the June primary election in odd-numbered years. Republicans usually elect their committeemen at a party-run primary held in the spring of even-numbered years.

POLLING PLACES

First Ward

Ficklin School, 500 Second St.
City Hall, Cameron and Royal Sts.
Little Theatre, 600 Wolfe St.

Second Ward

George Mason School, 2601 Cameron Mills Rd.
Beverly Hills Church, 3512 Old Dominion Blvd.
Agudas Achim Synagogue, 2900 Valley Dr.
Barrett School, 1115 Martha Custis Dr.

Third Ward

Cameron St. Recreation Center, 1605 Cameron St.
Engine Co. #4, Second and Powhatan Sts.

Fourth Ward

Prince Street School, 1001 Prince St.
Robert E. Lee School, 1108 Jefferson St.
Bishop Ireton School, 201 Cambridge Rd.
MacArthur School, 1101 Janneys La.

Fifth Ward

Maury School, 600 Russell Rd.
Immanuel Lutheran Church 1801 Russell Rd.
George Washington High School, 1005 Mt. Vernon Ave.
First Assembly of God, 700 W. Braddock Rd.
Blessed Sacrament School, 1701 W. Braddock Rd.

Sixth Ward

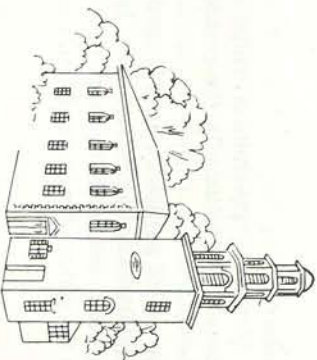
Engine Co. #2, 213 E. Windsor Ave.
Mt. Vernon School, 2500 Mt. Vernon Ave.
Cora Kelly School, 3600 Commonwealth Ave.

Seventh Ward

Patrick Henry School, 4643 Taney Ave.
Francis Hammond High School, 4646 Seminary Rd.
Minnie Howard School, 3801 Braddock Rd.
Temple Beth El, 3830 Seminary Rd.

Eighth Ward

William Ramsay School, 5700 Sanger Ave.
St. James Methodist Church, 500 Echols Ave.
John Adams Middle School, 5651 Rayburn Ave.



*Christ
Church
1774*

CAMERON AND
COLUMBUS STREETS

Four Year Election Calendar

To be elected in 1971: (State Offices) One member of the Virginia State Senate for the 33rd Virginia Senatorial District. Two members of the House of Delegates, 5th District. One floater member of the House of Delegates shared with Fairfax County. (May be changed to Arlington after re-districting in 1971.)

To be elected in 1972: (National Offices) President and Vice-President of the United States, one United States Senator, one member of the United States House of Representatives from the 10th Congressional District.

To be elected in 1973: (State Offices) Governor, Lt. Governor, Attorney General, two members of the House of Delegates and one floater delegate (see 1971). (City Constitutional Offices) Commonwealth Attorney, Commissioner of Revenue, City Sergeant, City Treasurer, (City Offices) Mayor and six members of City Council, City Attorney, City Collector.

Questions on the Ballot

In addition to voting for candidates, you are sometimes asked to vote on specific measures or "questions" — sometimes called a referendum — for example an amendment to the Constitution. The measure may be described on the ballot only by code section, requiring you to learn the facts before going to the polls. You may obtain information about these issues from the League of Women Voters.

Electoral Board

The Electoral Board is composed of three members appointed by the Judge of the Corporation Court. Appointments are for three years with one vacancy occurring each year. The three members decide among themselves who shall be secretary of the board. Two of the three members must belong to the same party as the incumbent governor; the other member belongs to the party receiving the second highest number of votes in the last gubernatorial election.

The duties of the electoral board are to appoint and instruct the judges, clerks and general registrars of elections and supervise printing, distribution and collection of ballots, along with general supervision of elections.

ELECTED REPRESENTATIVES

Alexandria City Council

Charles E. Beasley, Jr., Mayor, 4875 Maury La., 22304
Wiley F. Mitchell, Jr., Vice-Mayor, 511 Canterbury La., 22314
Melvin I. Bergeim, 4905 Maury La., 22304
James W. Carroll, 2801 Ridge Road Dr., 22302
A. George Cook III, 807 Crescent Dr., 22302
H. Winfield McConchie, Reynolds & Co., No. 1 Bankers Sq., 22314
Ira L. Robinson, 5340 Holmes Run Pkwy., 22314

Address the Mayor:

The Honorable _____, Mayor
City Hall
Alexandria, Virginia 22313.

"Dear Mr. _____,"

If you wish to communicate with City Council, address your letter to Honorable Mayor and Members of Council.

State Representatives

The Honorable A. Linwood Holton
Governor of Virginia
The State Capitol
Richmond, Virginia 23129

Alexandria comprises the **33rd State Senate District**, Virginia General Assembly and is represented by:

The Honorable Leroy S. Bendheim, 718 Jefferson Street, P.O. 156, Alexandria, Va. 22313.

The City of Alexandria comprises the **5th District** for the House of Delegates, Virginia General Assembly, and is represented by:

The Honorable James M. Thomson, 201 N. Washington Street, P.O. Box 1138, Alexandria, Virginia 22313

The Honorable Frank E. Mann, P.O. Box 322, Alexandria, Va. 22313

Floater Delegate: The Honorable Stanford E. Parris, 4085 Chain Bridge Road, Fairfax, Virginia 22030

National Representatives

The Honorable Harry F. Byrd, Jr.
United States Senate
Washington, D.C. 20510

The Honorable William B. Spong, Jr.
United States Senate
Washington, D.C. 20510

Alexandria is part of the **10th Congressional District**, United States House of Representatives, and is represented by:

The Honorable Joel T. Broynhill
House of Representatives,
Washington, D.C. 20515

In writing your elected representatives the proper form of address for Senators (state and national) is "Dear Senator _____," the proper form of address for representatives (state and national) is "Dear Mr. _____," and the Governor is addressed "Dear Governor _____."

TAXPAYER'S CALENDAR

Bicycle	25 cents for life of bicycle	Police Department
Driver's License	\$9.00 Renewal every 4 years in month of holder's birthday	Div. of Motor Vehicles 3431 So. Carlyn Spring Rd. Baileys Crossroads
Auto Inspection	Continuous. \$2.00 New safety sticker required every 6 months	Approved garages
Truck Inspection	Same as for passenger cars	Approved garages

January 1	Dog License: \$1.00 male or spayed female; \$3.00 female	City Treasurer
January 15	1/4 estimated income tax	City Treasurer
March 15- April 15	State Auto Tags \$15.00, over 4,001 lbs. \$20.00 (passenger cars)	Div. of Motor Vehicles
	City Auto Tags \$10.00 (passenger cars)	City Collector
May 1	State Income Tax Deadline: 1/4 estimated income tax if an estimated income tax filed	City Treasurer
	Returns showing personal and intangible property, capitation	Comm. of Revenue
June 15	1/4 estimated income tax	City Treasurer
	Real Estate Tax, 1st of 2 installments. City Collector Rate: \$3.76 per \$100 assessed valuation	City Collector
September 15	1/4 estimated income tax	City Treasurer
November 15	Real Estate Tax, 2nd installment. Personal Property Tax. Rate: \$4.50 per \$100 assessed valuation	City Collector

