

AUGUST



ADVISORY
NEIGHBORHOOD
COMMISSION 3-C

Cathedral Heights
Cleveland Park
McLean Gardens
Woodley Park

MINUTES
August 25, 1980

- A. The meeting was called to order at 8:20 PM, Chairman Gary Kopff presiding. Commissioners Goldblatt and Klose were absent. Present from the community were Alice Bralove, Beverly Brannon, Tilford Dudley, Frank Hersman, H.G. Newmyer III, Robert B. Shanks, Linda Sher, Bob Stumberg, Julilia K. Tolson, Lucy Weisz, Lindsley Williams, Kathleen Wood and Mr and Mrs. Richard Yates. (attachment #1-registration cards.) Add to list: Jeanne and Jim O'Donnell
- B. A motion carried at this time to deviate from agenda as mandated in ANC-3C's ByLaws (Article VIII, Section 21).
- C. Verification of notice was established.
- D. July 28, 1980 minutes were approved with the following corrections and provisions:
1. Mendelson asked that the corrections to the June minutes be distributed to Commissioners so they might insert the changes into their own copies.
 2. Mendelson requested that July minutes be amended to include item re: filling SMD-03 Commissioner slot to conform to meeting, rather than agenda, order.
 3. Under Housing (p. 4), amend the amount of \$100.00 to read \$10.00.
 4. That Commissioners be alerted by the Secretary of certain inaccuracies in the description of the ByLaws Committee Report under Other Business. They should refer to the ByLaws Committee memos for this information.
- (Attachment #2-corrections to June and July minutes)
- E. For Vice-Chairman's Report, see after Zoning Committee Report.
- F. The Commission voted to approve the August 1980 Treasurer's Report, Treasurer Grinnell having reported a closing balance of \$5976.43. ANC-3C dollars available for 1980 funding was discussed. (attachment #3-August 1980 Treasurer's Report)
- G. Secretary's Report: Ruth Haugen apologized to Commissioner Phil Mendelson for inadvertently omitting his name in a recent Uptown Citizen article.

As part of Secretary's business, she reported that the

01-Christopher Klose
02-Ruth Haugen
03-Vacant
04-Joe Jeff Goldblatt
05-Phil Mendelson

ANC-3C Office
2737 Devonshire Place, N.W.
Washington, D.C. 20008
232-2232

06-Kaj Strand
07-Gary Kopff
08-Vacant
09-Patricia Wamsley
10-David Grinnell

Conference Room of the Second District Police Station was confirmed for the September 22 meeting.
Haugen asked approval for a \$20.00 proposed expenditure for purchase of a sign for ANC-3C's Woodley Park Towers office.
Authorization voted unanimously.

STANDING COMMITTEES: REPORTS AND ISSUES

Zoning, Transportation, Licenses and Permits

Lindsley Williams presented a written report of this committee, which addressed the following problems in 3C.

1. Planning
 - A. Hotels Case Commission voted to adopt the position of the Zoning Committee on this issue, namely, that the committee chairman write a letter largely in opposition to the proposals of this case (80-3 and 80-4). Specifically, the Committee will oppose establishment of any hotels in R-5-D area and recommend that new hotels be erected in or near the downtown area.
 - B. Shoreham Hotel Several residents spoke out on this issue, specifying certain particular problems such as the limited proposed availability of owner/guest parking. Commission voted to adopt the proposed testimony of the Zoning Committee as outlined in the August 25th report.
 - C. Map Case Status report.
2. BZA Cases
 - A. Chairman Bill Carroll of the Sheraton Park Task Force gave a report of the status of this case. See add'l Business D.
 - B. Begel Application (#13326) Commission voted to adopt the Zoning Committee's position not to oppose the proposed side and rear decks on the Begel home (2942 Newark St. NW), with certain conditions.
3. Permits
 - A. California Joe's Commission authorized transfer of research on this issue from the Zoning Committee to the Anne Blaine Harrison Institute for legal study. In particular, a legal definition is sought for the term "sexually oriented business establishment," as it might relate to California Joe's, Desert Inn and Casa di Firenze, all within the ANC-3C boundaries.
4. Memberships
Budget authorization was voted for \$10.00 donation to the Urban Land Institute. This \$10.00 would not serve as membership fee, yet would entitle ANC-3C to mailings of all ULI literature.
(See attachment #4 Zoning Committee Report)
5. Additional Committee Business
 - A. A status report was given on an alley closing procedure in the ANC-3C-05 district. 39th & Macomb. No opposition.
 - B. Regarding the Square 1801 issue in ANC-3C-09, Pat Wamsley reported that Minkoff had cancelled his development plans for that site.

- C. Szoradi asked for ideas from Commissioners/constituents regarding the establishment of another ANC-3C committee on Historic Preservation to work together with the Zoning, Permits and Licenses Committee. Kathy Wood presented a report outlining problems and resources in the ANC-3C community appropriate for action by a proposed Historic Preservation Committee. Szoradi offered to put together, for the next meeting, a report on the appropriateness or not of ANC-3C's establishing such a committee. Mendelson suggested that Commission consideration of the formation of that committee be postponed until BYLAWS/rules discussion at the next meeting.
- D. Following a status report of the Sheraton Park case, wherein Chairman Bill Carroll asked that ANC-3C Officers be signatories to agreement drafted by the Sheraton Park Task Force requesting, in return for their dropping their case before the BZA, promises from the Sheraton management of additional parking space and traffic (including buses) management and supervision. Several Commissioners were skeptical that ANC-3C signing of this document might in some way make them party to the litigating arm of the Task Force, thereby perhaps obligating ANC-3C for the repayment of \$14000. in legal fees incurred by the Task Force on this issue. Since the Task Force is scheduled to appear before the BZA September 3 (thereby requiring the Commission's action before the next meeting), a motion carried (5-2) to have the Anne Blaine Harrison Institute research, in minimum time, the potential liability to ANC-3C resulting from proposed signing of the Sheraton Task Force's document.
- following up on Ruth Haugen's written proposal,*
At this time Bill Carroll made a funding request of ANC-3C of \$756.20, the bulk of which will be used by the Sheraton Task Force to help defray copying expense incurred in preparation of exhibits for the BZA case and in researching historical information (from "Traceries"). Some xeroxing expense is also included. Carroll explained to the Commission that the Task Force's indebtedness in this case has exceeded \$20,000, with approximately \$2000 more expected for August. \$5000 of that has been paid, with an additional \$5000 ready to be paid. He outlined fundraising efforts to help raise this money, including a block party and door-to-door solicitation. Additional fundraising events are planned.
- The Commission voted to grant funding of the amount requested (8 in favor, 1 abstention).
- E. Tregaron Tilford Dudley and Kathy Wood reported that there has been no final technical settlement in this case. On behalf of "Friends of Tregaron" they requested \$500 in funding from ANC-3C to help defray certain communications expenses (see Attachment #5-memo from "Friends of Tregaron"). David Grinnell asked for documentation of fundraising efforts by the "Friends of Tregaron," which they promised to provide.
- F. A funding proposal was presented by the Newark Street Gardeners for ANC-3C to grant a part of the \$1000 needed to re-landscape the Cleveland Park Library, the remainder to be shared by the Cleveland Park Citizens' Association and the

Citizens for City Living. ANC-3C is in receipt of a letter from Sarah Boasberg, board member of CCL, in support of the Newark Street Gardeners funding proposal.
(Attachment #6--proposal from Newark Street Gardeners
Attachment #7--letter from CCL Board member)

- E. Vice Chairman's Report Robert Stumberg presented a quarterly report of legal services (Attachment #8) from the Anne Blaine Harrison Institute. In addition, Stumberg asked Treasurer Grinnell to ^{check} ANC-3C records to determine whether the full amount of its \$5000 commitment to ABH Institute has been paid. Stumberg's records show that only \$4500/4600 has actually been paid; he asks for the remainder, if owed, only if ANC-3C still wishes to use the additional hours represented by that amount.

Crime Committee Kaj Strand reported fact presented at the August 21, 1980 Ward III Service Area Committee that the Second District will lose one Captain, two Lieutenants, fifteen Sergeants and seven Officers by September 1, 1980. Lt. Herbert reported that these losses are due to retirements.

Grinnell asked Commission's support to set in motion a citation for a Washington visitor who came to the aid of a mugging victim. His interest was sparked by an August 16 newspaper article. A motion for Grinnell to act on behalf of the Commission in this regard carried unanimously.

Mendelson reported on his correspondence with PEPCO regarding their lying on a television broadcast about the details of their possible liability in a shooting in the McLean Gardens area on July 25, 1980.

Education Committee Mrs. Julilia K. Tolson of the Alice Deal Junior High School requested \$500 funding toward \$2000-2500 necessary for that school population's Reading-is-Fundamental Program. This \$2000-2500 amount, other portions of which have been requested from other ANC's whose constituent students attend Alice Deal, will be matched equally by federal funds. It was noted that the \$500 request at this time represents a \$150 increase over the \$350 amount asked earlier of ANC-3C, in reply to which Mrs. Tolson reported that expenses for the program had turned out to be higher than expected. A motion to table this' funding decision until the September meeting carried unanimously.

Recreation Committee Charles Szoradi distributed copies of his memo to Recreation Committee Chairman Clark Row regarding suggestions for this committee (Attachment #9).

Consumer Affairs Committee Charles Szoradi likewise distributed copies of his memo to this committee's chairman Frank Hersman regarding suggestions of consumer needs in the ANC-3C area. (Attachment # 10). Hersman reported that he had made several contacts with D.C. Government in the process of researching for this committee. Commission suggested that the Secretary prepare for Mr. Hersman a list of Commissioners, Committee chairmen and appropriate phone numbers.

Human Services and Aging Committee Ruth Haugen reported, in a written report distributed to commissioners, that she and five other members of the Inter-ANC Mini-Commission on Aging had testified at public hearings concerning the draft copy of the D.C. Plan on Aging (Attachment #11).

She also distributed self-explanatory copies of:

- a. Dick Artis' letter about the White House Conference on Aging (Attachment #12)
- b. a July/August "Spotlight on Aging," in which she called special attention to an article on the White House Conference on Aging on page 5 (Attachment #13).

Budget and Fiscal Affairs Committee Kaj Strand reported that the District of Columbia has exceeded the Congressionally authorized figure for its fiscal 1980 budget. Strand also reported that the estimated 1982 \$1.517 billion budget will come up for discussion in September; he will be out of the country and cannot attend. He mentioned certain figures from the proposed 1982 budget which had increased dramatically in the last few years e.g. Metro, which has gone from \$30 million in 1978 to a present estimated figure of \$90 million, Energy, which has increased from \$44 million in 1979 to an estimated \$75 million. Repayment of debts will use an estimated \$30 million, public schools, an estimated \$238 million.

Housing Committee Phil Mendelson distributed copies of Housing Committee Report #5, wherein was given a synopsis of discussion at the August 19th meeting. Organizational needs and goals were emphasized (Attachment #14).

OTHER BUSINESS

ByLaws Committee Phil Mendelson distributed copies of three memoranda titled as follows:

- a. Attached revision of Proposed ByLaws, dated August 11, 1980
- b. Revised Report, Proposed Rules, Etc., dated August 24, 1980
- c. Committee Amendments to its Proposed ByLaws and Report, dated August 25, 1980

(See Attachments #15, 16 and 17)

Following discussion of and elaboration by Mendelson on each, the Commission voted for adoption of the revised ByLaws and similar adoption of the Report, both unanimously.

The meeting adjourned at 12:05 AM.

Respectfully submitted for the Commission


Linda D. Major, Recorder

Approved, as corrected:

Ruth Haugen, Secretary

Minutes of August 25, 1980

List of Attachments to Original:

- #1 Registration cards
- #2 Corrections to June and July minutes
- #3 August 1980 Treasurer's Report
- #4 Report of Zoning, Planning, Licenses and Permits Committee
- #5 Memo from "Friends of Tregaron"
- #6 Proposal from Newark Street Gardeners
- #7 Letter from CCL Board Member
- #8 Anne Blaine Harrison Institute Quarterly Report of Services
- #9 Szoradi's suggestions for Recreation Committee
- #10 Szoradi's suggestions for Consumer Affairs Committee
- #11 Human Services & Aging Committee Report
- #12 Dick Artis' Letter re: White House Conference on Aging
- #13 July/ August 1980 "Spotlight on Aging"
- #14 Housing Committee Report #5
- #15 Attached Revision of Proposed ByLaws (8/11)
- #16 Revised Report, Proposed Rules etc. (8/24)
- #17 Committee Amendments to its Proposed ByLaws and report (8/25)

Corrections and Additions to June 23, 1980 Minutes:

Change the second sentence to read:

Ruth Haugen noted that the role of Ward III Inter-ANC Committee on Aging as a mini-commission for the D.C. Commission on Aging was described in the May/June issue of "Spotlight," a publication of the D.C. Office on Aging.

The Addition:

She was sponsored by the D.C. League of Women Voters for an award by the Mayor as one of 20 individuals receiving recognition. Her citation specified that it was in recognition of the initiative in convening the Ward III Inter-ANC Committee on Aging.

Add on Page 4, "Education," paragraph 2 after 3rd sentence and before "Goldblatt moved that the Education Committee..."

The motion to table was passed.

Corrections to July 28, 1980 minutes:

1. Under Housing (p. 4) The correct amount is \$10.00, not \$100.00.
2. The item re. filling of SMD-03 position is out of order; it was actually handled after Secretary's Report and before Reports of Standing Committees. (Note from Secretary: in these instances where an issue comes up out of order specified in the evening's agenda, cross-referencing will be done in the minutes)
3. There are some inaccuracies in the minutes re: the ByLaws Report. Commissioners should refer to the ByLaws Committee memos.

TREASURER'S REPORT, ANC-3C

For Month of Aug, 1980

A. Opening Balances

\$ 6838.05 ✓

1. Checking maintained at _____
2. Savings maintained at _____
3. Other maintained at _____

\$ 3025.82
\$ 131.68
\$ 3680.55

B. Revenues During Month

1. D.C. Government
2. Interest on savings
3. Other

\$ _____
\$ 17.38
\$ _____

C. Disbursements Made

Total Disbursed \$ 215.89 ✓

<u>Payee</u>	<u>Purpose</u>	<u>Amount</u>
1. D.C. Treasurer		60.00
2. MINNAU PRESS		35.21
3. RUTH HAUGEN		31.70
4. JOE GOLDBLATT		56.30
5. LINDA MAJOR		37.50
6. DAVID GRINNELL		5.18
7.		
8.		
9.		
10.		

(Additional details posted in Treasury Accounts Book and in Treasury Vouchers, both available for inspection by consulting with the Treasurer)

D. Closing Balances (A + B - C) = (D.1 + D.2)

\$ 5976.43

1. Checking
2. Savings
3. Other

\$ 3034.82
\$ 131.68
\$ 2809.93

Respectfully submitted by

David Grinnell
David Grinnell, Treasurer

Gary J. Kopff
Gary J. Kopff, Vice-Treasurer Chair

25 Aug 1980
Date

Report of the Cte. on Planning, Zoning, Transportation, and Permits
August 25, 1980

Planning: Items before the Zoning Commission:

1. Hotels case. There is a new hotels case. It picks up where the 1979 one (79-1) "left off". It proposes to map and establish new rules for hotels, for the time being, in and around the convention center. Map cases could bring this to area of ANC 3C (e.g. near Metro stops).

80-3
80-4

The proposal (text) calls for hotels to get an "incentive" in the form of more Floor Area Ratio (FAR) and height in the district mapped. Cte. proposes we testify and say: (1) no hotels at all in R-5-D (a text proposal), (2) study and implement alternative that provides disincentive for offices and other offensive uses but let no use have "bonus" or "incentive" over others that adds to FAR or height, (3) technical matter: count rooms by "habitable Rooms" rather than "sleeping rooms or suites" as the former is defined and take hotels out from residential subheading in Article 72 (parking).

2. Shoreham Hotel area. Cte. met with representatives of area residents who face imminent construction of large building (possibly an addition to existing hotel bldg.) to rear of present Shoreham Hotel. The entrance to this 200 + apt unit would be from 28th Street, exit would be to same plus, maybe, Calvert Street.

Residents may petition Zoning Commission in the way of an emergency amendment. Cte. urges ANC permit us to testify indicating (1) a clear emergency exists and (2) some review is needed when height of buildings exceeds that allowed in zoning (90' there) because of slope of land (actual to be some 130-140') and the added density will impact negatively on local area in general and that segment of 28th Street in particular.

Urge, also, that there be a permanent remedy put down for public hearing -- at least for residential districts.

3. Map Case. Wilkes and Artis will represent client for PUD at 2141 Wisconsin Avenue -- backs onto Observatory Circle. Case lies in ANC 3B. Williams asked Grinnell to advise 3B. We will not act unless asked by them or others.

Planning: Items before the Board of Zoning Adjustment

1. Sheraton Park - Task Force Update. This will be given by Mr. William Carroll. In essence, the Task Force, which includes representatives of ANC 3C, Woodley Park Community Assn, Cleveland Park Citizens Assn, and the Parish Council of St. Thomas, Apostle, will be asking its members to sign a proposed settlement. ANC 3C would be potential member of settlement.

The proposal is not, at this time, ready to be recommended for signature by the Task Force or the Hotel: Too many loopholes.

2. Begel application (#13326). This is a percentage of lot occupancy and rear yard case at 2942 Newark St. Existing house sits on lot of 4386 sq ft (not the required 5000 sq ft) currently occupies 1442 sq. ft. which is about 33 percent of the allowable 40 percent. Present rear yard is about 18½ feet to 22½ feet while regulations call for 25 feet.

Begel plans to put a deck on side and rear. Deck on side would include rooms under it, ^{one} calling less than 200 sq feet. Sideyard deck and rooms under it would be at least 8 feet from sideyard line (per requirements). This means lot occupancy, so far, increases to some 38 percent.

Land at premises slopes so that front yard is about one story higher than rear. This then means that the rule of counting structures more than 4' off the ground as part of lot occupancy applies. Taken together with basement level addition under deck, the whole project would cover an additional 635 sq. feet, a total of about 2077 sq. feet on lot (47 percent of actual, 41 percent of theoretical 5000 foot lot).

Cte. recommends ANC 3C "not oppose" because there would be no public loss, use would remain single family. However, to ensure that adequate light and air in adjacent residences, condition that there never be an enclosure to decks, or installed canopys and awnings.

Note: slope of land continues such that residences to rear are well below rear yard of Begel residence; deck would be near/above roof level of Macomb Street homes.

Permits: Matters Before Others (or that should be):

1. California Joe's: This is a restaurant located on Connecticut near Woodley Road. It may be sold, lock, stock, and liquor license (and certificate of occupancy). Potential owner had told LW that he was contemplating having no dancing girls there. St. Thomas Apostle Parish Council most concerned. This led them to write letter to Mr. Ernest Pifer (copy available to ANC 3C).

Potential owner called LW back on/around August 20 to indicate he had changed plans. Would still be trying to buy place (etc) but would not have the live shows -- rather would limosine patrons to his other place on M Street downtown ("King Arther's"). LW will send appropriate letter to Pifer so informing him (with ccs).

Cte. recommends Anne Blaine Harrison be briefed and be made available for consultation/research. Remedies or long term nature may lie in area of enforcement standards (what is a "sexually oriented business establishment"?) or possible zoning amendment.

NB: No sexually oriented business establishment is allowed at location planned.

Memberships

1. Urban Land Institute: Ruth Haugen has suggested we join the ULI. Annual fee is \$10.00. Cte agrees but asks that we not join but send \$10.00 so as to get their flyers/information/perspective.

August 25, 1980

Atkeyp - Pat W.

Historic Pres. Szoradi

FRIENDS OF TREGARON

2928 Macomb Street, N. W., Washington, D. C. 20008 (202) 966 - 7472

Organizing Committee

Roberta Carroll
William Carroll
Martha Dudley
Tilford Dudley
John Ellicott, Esq.
Arlene Holen
Sheldon Holen
Joseph T. Howell, III
Judy Hubbard
Richard Hubbard, Esq.

John Koch, Esq.
Anna Koczak
Stephen Koczak
Gary J. Kopff
Judy Kopff
Harry Montague
Ruth Montague
Leila Smith
Lindsley Williams
Helen Wood

Community Affiliations

Advisory Neighborhood Commission 3-C
Citizens for City Living
Cleveland Park Citizens Association
Woodley Park Citizens Association

"Friends of Tregaron" exists to provide a focal point for citizens and civic groups who are concerned about the future of the Tregaron Estate. The organization has been active for some years in appearing before the Zoning Board, and in supporting the designation of Tregaron as an historic landmark.

The present purpose of the organization is to keep the neighboring community informed regarding the proposed changes in the use of the property, and to provide a forum where they may express their concerns and viewpoints regarding these proposals.

Numerous public hearings will be upcoming regarding various aspects of the land use of this property, and it will be the purpose of "Friends of Tregaron" to inform the neighboring community of these hearings, so that members of the community may appear in person or may delegate a representative from their organization to express their views. The results of such formal hearings would also be made available to all interested parties. This communication would be furnished to neighbors, neighboring civic organizations, and to environmental groups. Results and reports of actions taken by these groups would be forwarded to involved federal and D.C. boards and commissions for their records.

"Friends of Tregaron" is requesting \$500 to aid in its function as clearing house and dissemination center for information on proposed developments of the property. These funds would be expended in the following manner.

- \$ 300 - collection of information and reproduction
for distribution
- \$ 100 - costs of distribution
- \$ 100 - expenses for public meetings and forums
regarding property development

August 25, 1980

Proposal to: ANC 3C Cathedral Heights/Cleveland Park,
McLean Gardens/Woodley Park

From: The Newark Street Gardners
Sally Boasberg, Nancy Harter, Judy Hubbard, Dick and
Barbara Jorgenson and Di and Lou Stovall

Statement of Purpose

This proposal is to apply for money to the Advisory Neighborhood Commission for funds to relandscape the Cleveland Park Library at Connecticut and Macomb Streets.

The Need

Prior to the construction of Metro along Connecticut Avenue, the Cleveland Park Library had been an attractive community institution landscaped about 12 years ago by a local Garden Association. Unfortunately in putting in the subway the entire front garden and some of the side garden of the Library was destroyed. Because of budgetary cutback the library has said there are very little if any funds to relandscape this area. The downtown office of the Library was called and asked if this library would be landscaped soon. A Miss Hightower said that there are very little funds and that she does not foresee this happening in the near future. The library has very little funds to work with.

The Cleveland Park Library is a very visable part of the Connecticut Avenue Corridor in the Cleveland Park Area. Also the library is the gateway from Connecticut Avenue into Cleveland Park and is therefore an important focal point.

Landscaping the Cleveland Park Library would benefit all of the residents of Cleveland Park and all others who pass by the library on Connecticut Avenue. Prior to the Metro Construction the Library was a beautiful spot and espeically enjoyable in the spring with its many flowering trees.

Scope of the Work

The above people would be willing to design and put in a garden with any other interested Cleveland Park residents. The Library said that they would be delighted if a plan would

be drawn up and sent to Dr. Franklin, Director of the D.C. Public Library for approval. After this is given then we would be able to put in the plantings. This should take place during the planting season this fall.

Lou Stovall has agreed to help design and draw up the plan. Sally Boasberg and Dick and Barbara Jorgenson are accomplished gardeners who would be able to direct the planning, purchase and planting of the actual premises. Judy Hubbard and Nancy Harter would help in recruiting volunteers for the work and helping in the actual planting.

Budget and Cost

At this time there is no outlined budget. Funds of \$1,000.00. would be appreciated. Several trees are needed, as are many bushes. Given the appropriation of funds, decisions will be reached on the amount of plantings and age and growth of the plantings.

Evaluation

The library of the District of Columbia will evaluate the plans. Suggestions will be incorporated from the community if possible.

Neighborhood Support

Enclosed is a letter from Sally Boasberg of the Citizens for City Living. They will be willing to give some support. The Cleveland Park Community Committee will be contacted for their support. At this time Arthur Meigs is unreachable. He is the president of the Cleveland Park Citizens Association and he will be approached when he returns to town. Stephen Koczak is also out of town. Since the Cleveland Park Citizens Association meets in the library, this is something that we are sure they will want done and will support.

For Further Information

Please contact Nancy Harter, 3028 Newark Street, home phone: 966-2388, work phone: 466-3633 for further details and information. After this proposal goes into committee Nancy Harter will be sending the committee letters from the Community Committee and the Citizens Association listing their support. Due to the summer vacation and month of August, officers of those organizations are not available. After Labor Day they will be contacted and letters sent to the Advisory Council.

Thank you for your consideration of this important project. We feel that this is something that everyone in the neighborhood will benefit from. We would like to see the library returned to its former condition.

MRS. EMANUEL BOASBERG III
3136 NEWARK STREET, N.W.
WASHINGTON, D.C. 20008

August 25, 1980

To the Members of ANC 3 —

I am writing to you as a member of the Board of Directors of Citizens for City Living. I would like to express our support for the proposal to do some landscaping around the Cleveland Park Library. Certainly the library looks dismal since Metro construction destroyed most of the planting that had been donated some years ago.

I would anticipate that Citizens for City Living would be able to contribute in a small way, should you

be willing to earmark funds for
such a needed project.

I strongly urge your approval
of this landscaping proposal.

Yours truly,

Sarah S. Roasberg



THE ANNE BLAINE HARRISON
INSTITUTE FOR PUBLIC LAW

GEORGETOWN UNIVERSITY LAW CENTER
605 G ST., N.W. - SUITE 401
WASHINGTON, D.C. 20001
202-624-8235

M E M O R A N D U M

August 25, 1980

Dean of the Law Center
DAVID J. MCCARTHY

*Associate Dean for
Clinical Programs*
JOHN R. KRAMER

Director
JASON I. NEWMAN

Deputy Director
ROBERT K. STUMBERG

Administrator
NANCY D. BRADLEY

Institute Fellow
SUZAN ARAMAKI

Special Counsel
JOHNNY BARNES
Community Legal Assistance
ANN BRITTON
Developmental Disabilities
J. MICHAEL FARRELL
Developmental Disabilities

Programs
COMMUNITY LEGAL
ASSISTANCE
DEVELOPMENTAL
DISABILITY LAW PROJECT
LEGISLATIVE
RESEARCH CENTER

Advisory Board

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CHARLES DUNCAN
HAROLD FLEMING
BARBARA FOOTE
CONNIE ADAMS FORTUNE
DAVID HARRISON
HARRY J. HOGAN
BERNICE JUST
GARY KOPFF
DAVID J. MCCARTHY, JR.
HON. H. CARL MOULTRIE I
JOSEPH L. RAUH, JR.
MARGARET REUSS
CHARLES RICHARDSON
LOUISE SAGALYN
STEPHEN J. WRIGHT

TO: ANC 3C Commissioners
FROM: Robert Stumberg
RE: Quarterly Report of Legal Services

Section 4 of the contract between ANC 3C and Georgetown University requires "written reports which document services rendered, work product, and accounting of staff time and costs incurred for the fiscal year quarter." This report covers the period from April 1, 1980 through June 30, 1980.

The third quarter saw \$655.88 consumed. This is 52.5 percent of the quarterly allocation, 13.1 percent of the total budget. The quarterly time and cost information is broken down as follows:

- * Time/Cost by Person (summary)
- * Time/Cost by Project (summary)
- * Project Work (specific)

If you have any questions, please feel free to call.

Time/Cost by Person*

<u>Person</u>	<u>Hours</u>	x	<u>Rate</u>	=	<u>Cost</u>
Aramaki	27.00		16.50		445.50
Stumberg	12.75		16.50		210.38
<u>Qtr. Total</u>	39.75				655.88

Time/Cost by Project

<u>Project</u>	<u>Hours</u>	<u>Total Cost</u>	<u>% & %x4**</u>
Residential Parking/ Traffic/Downzoning	11.50	189.75	3.8% 15.2%
ABC Board Rules Revision	14.25	235.13	4.7% 18.8%
Tregarron	3.00	49.50	1.0% 4.0%
General/Administration	11.00	181.50	3.6% 14.5%
<u>PERCENT OF TOTAL & QTR. ALLOCATION CONSUMED:</u>			13.1% 52.5%

TOTAL COSTS THROUGH JUNE: \$3,407.38

68.1% of budget consumed at
end of third quarter

* Hourly rates for professional staff include expenses for secretaries, messenger service, postage, photocopies and all other office expenses.

** Percentage of total budget (\$5,000) and percentage of one quarter of that total.

Project Work

1. Residential Parking, Traffic Control, Downzoning

A. Work Product/Tasks: research and analysis
interview D.C. officials
first draft memorandum
second draft memorandum
staff conference
final draft memorandum

B. Time: Aramaki 10.00 hours
Stumberg 1.50 hours

2. ABC Board Rules Revision

A. Work Product/Tasks: review of ANC 6B report
attend roundtable and hearing
prepare testimony
revise testimony

B. Time: Aramaki 11.25 hours
Stumberg 3.00 hours

3. Tregarron

A. Work Product/Tasks: attend community briefing

B. Time: Stumberg 3.00 hours

4. General/Administration

A. Work Product/Tasks: memorandum on current projects
ANC meeting participation
accounting

B. Time: Aramaki 5.75 hours
Stumberg 5.25 hours

Charles Szoradi

Architect
and
Planner

AIA, APA

1710
Connecticut
Avenue NW
Washington
DC
20009

202
234-2155

24 AUGUST 1980

MEMO

TO: MR. CLARK ROW
CHAIRMAN OF ANC-3C RECREATION COMMITTEE

FROM: CHARLES SZORADI

RE: SUGGESTIONS FOR THE ANC-3C RECREATION COMMITTEE

DEAR CLARK

ENCLOSED YOU WILL FIND EXCERPTS FROM THE "WOODLEY PARK NEIGHBORHOOD PLAN, DATED 4 JULY 1976, WHICH HAS SOME IDEAS THAT THE PLANNING COMMITTEE PUT TOGETHER FOUR YEARS AGO. I'D LIKE TO LIST A FEW ITEMS WHICH YOU MIGHT CONSIDER ADDING TO IT LATER, LIKE:

MARKET SCHOOL

- a. USE OF ATHLETIC FIELD FOR NEIGHBORHOOD JOGGERS
- b. SWIMMING POOL FOR SCHOOL, OPEN ALSO TO THE NEIGHBORHOOD ON A MEMBERSHIP BASIS, SIMILAR TO BEAUVOIR SCHOOL.
- c. TENNIS COURTS, IF POSSIBLE

SHERATON PARK HOTEL

- a. SWIMMING CLUB TO CONTINUE, BUT WITH MORE REASONABLE RATES
- b. ICE SKATING.
- c. BENCHES AT FRONT PARK
- d. HEALTH CLUB?

SHOREHAM

- a. TENNIS COURTS ON A FEE BASIS
- b. SWIMMING POOL ON A FEE BASIS
- c. HEALTH CLUB?

OYSTER SCHOOL

- a. PLAYGROUND WITH EQUIPMENT
- b. ATHLETIC FIELD ON THE EAST SIDE

IF I CAN BE OF ANY FURTHER HELP, PLEASE CALL ME EITHER AT HOME (# 667-5806) OR AT THE OFFICE (#234-2155).

Charles

EXCERPTS FROM "WOODLEY PARK NEIGHBORHOOD PLAN"
DATED 4 JULY 1976

F RECREATION

- 1 The city should develop landscaped areas where people can sit, read or talk to each other. Consider the following areas: Cortland Place park, Rock Creek Park at the Conn Ave Bridge, the little triangle of Woodley Road at 29th Street, the grass strip along 29th Street between Woodley and Cathedral, or the proposed Olmsted Plaza at the Zoo main entrance.
- 2 The National Park Service should provide public tennis courts in Rock Creek Park near Conn Ave Bridge and reestablish the Calvert Street Bridge riding stables.
- 3 The Zoo should have the park available for longer hours, so that neighborhood people would have places to walk after work; and also consider to offer evening activities to the neighborhood like exhibits, lectures, movies and perhaps restaurant facilities rather than just closed gates after sunset.
- 4 A recreational facility at Tregaron should be considered by creating a Cleveland-Woodley club operating on a membership basis. While preserving the natural setting, swimming pool, tennis courts, croquet, volley ball, paddle tennis, stables with bridal trail leading into Rock Creek Park, bicycle club and restaurant services could be provided.
- 5 There is a need for a playground east of Conn Ave where younger children can play and older people can find a comfortable bench to watch. Consider a. a play street on part of the 2700 block of Woodley Place, b. purchase of the empty lot on Woodley Place, c. request All Soul's Church to allow use of part of the parking lot, d. along lower Cathedral Ave.
- 6 Bicycle trails should be provided on the following areas: a. west sidewalk of Conn Ave bridge, b. north sidewalk of Calvert St bridge, c. along the east side of lower Cathedral Ave from Conn Ave to join the existing trail under the Calvert St bridge, d. in the Klinge Road Valley from Woodley Road to Beach Drive in a meandering fashion.
- 7 Since public recreational facilities are not yet available in this neighborhood or nearby, the community should see that the hotels and private schools maintain swimming, ice skating and tennis clubs to local residents at a reasonable fee.
- 8 A walkway is needed along lower Cathedral Avenue to allow people to walk down to Rock Creek Park.

Charles J. Scaradi

Charles Szoradi

Architect
and
Planner

1710
Connecticut
Avenue NW
Washington
DC
20009

AIA, APA

202
234-2155

24 AUGUST 1980

MEMO

TO: MR. FRANK HERSMAN
CHAIRMAN OF THE ANC-3C CONSUMER AFFAIRS COMMITTEE

FROM: CHARLES SZORADI

RE: SUGGESTIONS FOR THE ANC-3C CONSUMER SERVICES COMMITTEE

DEAR FRANK,

ENCLOSED YOU WILL FIND EXCERPTS FROM THE "WOODLEY PARK
NEIGHBORHOOD PLAN", DATED 4 JULY, 1976, WHICH HAS SOME IDEAS
THAT THE PLANNING COMMITTEE PUT TOGETHER FOUR YEARS AGO.
IF I CAN BE OF ANY FURTHER HELP, PLEASE CALL ME EITHER
AT HOME (#667-5806), OR AT THE OFFICE (#234-2155).

Charles

EXCERPTS FROM "WOODLEY PARK NEIGHBORHOOD PLAN"
DATED 4 JULY 1976

G CONSUMER SERVICES

- 1 Woodley Park needs a large food store or a coop market with good quality fresh produce. In addition to the present facilities, specialty shops such as a bookstore, hardware store, bakery (like Sam's Argentine Bakery), delicatessen, ice cream parlor, and shoe repair should be encouraged.
- 2 The weight of the shopping facilities should be shifted from Hotel guest and tourist oriented services more toward neighborhood customers, since this was among the highest priorities given in the survey. The unique feature of sidewalk cafes should be maintained.
- 3 Consider having corner stores within the residential areas or inside apartment buildings to serve the community better.
- 4 The gas station at the Cathedral Mansion site should be converted into a real neighborhood oriented facility offering reliable services and an aesthetically pleasing site. If this cannot be achieved, the consequences of its nonconforming use should prevail.

Charles J. Karach

August 22, 1980

To: Commissioners, ANC 3-C

From: Ruth Haugen, ANC 3C-02
Chair, Committee on Human Services & Aging
Co-convenor, Ward 3 Inter ANC (Mini Commission) on
Aging

1. PUBLIC HEARINGS - Draft Copy D.C. Plan on Aging
1981-1983 August 5-6, 1980
District Building.

F.Y.I

I testified as a citizen as I have the past 4 years.
Five participants in the Inter ANC group also testified.

2. WHITE HOUSE CONFERENCE ON AGING

Attached is copy of Dick Artis, Director of D. C.
Office on Aging which came to ANC office re: WHCOA.
which is self explanatory. Also see page 5 of SPCMLIGHT
attached. Both F.Y.I.

Various aspects of the subject matter outlined
has import for everybody, not just the older set.

We shall be glad to share with anyone interests
what the Inter ANC is thinking about doing.

A structure is set up for channelling recommendations
from the grass roots groups who want to submit recommendations
or suggestions. Dick Artis is the State Coordinator for D.C.



GOVERNMENT OF THE DISTRICT OF COLUMBIA
EXECUTIVE OFFICE OF THE MAYOR
OFFICE ON AGING
WASHINGTON, D. C. 20005

EXECUTIVE DIRECTOR

17 JUL 1999

Dear Colleague:

BACKGROUND:

Two generations ago, only seven percent of our population was age 65 or over. Today, the proportion has grown to eleven percent, more than 24 million people. Two generations hence, in 2020, sixteen percent of all Americans will be 65 or over.

Old age has become the rule rather than the exception. This is a remarkable achievement. It is testimony to the improved health and higher standard of living enjoyed by most of our citizens. But the achievement carries with it important challenges which must be met if those increasing numbers of older Americans are to lead productive, healthy, fullfilling lives in the decades ahead. A society in which more Americans and a higher proportion of Americans will be older means that answers must be found to a whole host of questions which have just begun to be asked, let alone resolved. A few of these questions are:

- o How can America be assured that the talents and experience of its older citizens are adequately tapped through employment and volunteer opportunities?
- o How can we target resources to meet the health and social needs of older persons with special problems, without perpetuating the myth that most elderly are frail or helpless?
- o How can we focus public policy on the needs of the elderly?
- o What is the proper role of government in assuring services for older citizens, while encouraging the

work of private organizations and the caring support of families?

WHITE HOUSE CONFERENCE ON AGING

Because now is the time to renew national discussion on these and related issues, the President has called for a White House Conference on Aging in 1981.

As you know, the White House Conference on Aging will be the third such conference on aging since the initial one in 1961. Recommendations from these past White House Conferences in 1961 and 1971 resulted in major governmental programs and policy initiatives at the local, state and national levels. This upcoming White House Conference provides the opportunity to confront both short term and long range issues of concern to an aging society and to obtain recommendations and direction for responsive action.

ISSUES

Specifically, the policy issues have been broken down into the following broad categories: economic security; physical and mental health; social well-being; older Americans as a growing national resource; creating an age-integrated society; and research.

These issues, along with pertinent other issues of interest to particular segments of the population, will be dealt with in a series of activities starting with local community forums and moving through state conferences, local and regional hearings, special mini-conferences and other activities, culminating with the national meeting here in Washington November 30 through December 4, 1981.

COMMUNITY FORUMS

Local community forums can be scheduled through December 1980 and can range in size from 5 to 35 people getting together to discuss these important aging issues and to make recommendations. These forums are the first step in a series of grass roots events which will culminate in the national conference. These community forums will provide local citizens, old and young, with the opportunity for open public discussion on issues of importance both to older persons and to the community at large. It is our hope that the forums will focus on two equally important objectives. First, your discussions should stimulate awareness of the White House

Conference on Aging and educate the general public regarding the resources, talents and creativity of older persons. Second, the forums will provide a means of your personal involvement in the development of a meaningful White House Conference.

Proceedings (and especially recommendations) of all the community forums should be carefully recorded in order to insure accuracy in reporting. The enclosed Community Forum Report Sheet should be completed and sent to this office. When completing this report sheet, be sure to make your recommendations brief and specific and address them directly to the national and/or local issues which your group selected for discussion. The Office on Aging will use your recommendations in planning for the District Conference on Aging and then pass them on to the White House Conference office.

The Commission on Aging has agreed to sponsor one forum in each ward of the city during the months of September through December 1980. However, anyone interested in having a community forum during this year may initiate the planning. Existing community groups may want to sponsor forums or individuals with no formal group affiliation within the community can get a group together for a forum.

To help in the conduct of your community forum, you will find several enclosures.

1. President Carter's Proclamation
2. Welcome to the 1981 White House Conference on Aging!
3. "How-To" Guide for Groups Organizing White House Conference on Aging Community Forums
4. The White House Conference on Aging Community Forums Handbook
5. New York State Community Forum Participant Discussion Guide Issue Papers (This guide has done a very nice job of breaking down the broad policy issues into stimulating discussion areas and good, easy to understand questions that should produce some specific recommendations.)
6. Community Forum Report Sheet

If you are interested in sponsoring a forum, please feel free to contact this Office for additional information or clarification as needed.

DISTRICT CONFERENCE ON AGING

The issues surfaced by community forums, national as well as local issues, will be reported and used as the groundwork for a District-wide conference. The District's Conference on Aging will be held in early April 1981.

At the conclusion of this conference, District delegates to the White House Conference will be selected and will themselves, then, participate in public hearings at the local and regional levels in order to thoroughly acquaint themselves with the issues and people they are to represent.

DELEGATES

The District of Columbia will be represented by 6 delegates to the White House Conference on Aging. The following slate is required for our delegates:

1. 3 delegates must be over 55 years of age
2. 3 delegates must be female
3. 6 delegates must be residing in an urban area
4. 4 delegates must be Black

Obviously, in order for the overall criteria to be met, individual delegates in some cases will have to meet two or more of the above characteristics. The delegate selection process will be determined by the Mayor.

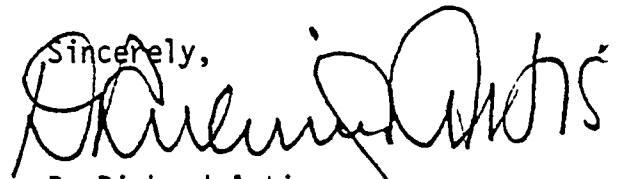
GET INTO THE ACT

The 1981 White House Conference on Aging will provide an important opportunity for assessing our past achievements, and for exploring ways in which the public and private sectors of our country can continue to assure that older Americans enjoy a high quality of life. I invite your leadership and I strongly urge your participation in the activities of the next one and one-half years. These activities have been carefully planned to provide individuals and local groups with the means to express their concerns and desires for the future of older Americans. Beginning with participation in community forums and continuing through the District conference and delegate sponsored hearings, you will be able to inform the conference organizers of the important issues and of your recommendations.

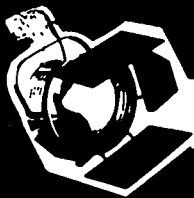
Since only a limited number of delegates will be able to actually attend the national conference at the end of 1981, it is extremely important that you take advantage of the pre-conference activities to make yourself heard.

The 1981 White House Conference on Aging is a conference for all America. It is an opportunity for all of us to shape future policy for an aging society. It is your conference. I urge you to become involved in this important process and I look forward to working with you in the months ahead.

Sincerely,

A handwritten signature in black ink, appearing to read "D. Richard Artis". The signature is fluid and cursive, with a long horizontal stroke at the end.

D. Richard Artis
Executive Director
and
District of Columbia White House
Conference on Aging Coordinator



SPOTLIGHT ON AGING

Marion S. Barry, Jr., Mayor

Volume 4 No. 4

Government of the District of Columbia

JULY/AUGUST 1980

OFFICE ON AGING LOOKS TO THE 80's

As we move into the 80's, the Office on Aging (OoA) is looking to implement new initiatives that will complement its present aging service network, thus broadening the scope of service delivery to our city's elderly population.

The Washington Center for Aging Services, formerly the National Lutheran Home (*Spotlight*, Jan./Feb. issue) will become the property of the District of Columbia in early September, as a result of a lease signed with the National Lutheran Home Board of Trustees on May 29.

The Center, which will be the core of a long term care service system and a first in D.C., will provide skilled nursing, intermediate, and residential respite care to approximately 275 residents. These services will be managed by Exception, a Kentucky based firm with notable experience in the management of long term care facilities.

A Long Term Care Service System Consortium of four District universities—Howard, Georgetown, Catholic and George Washington will provide the Center with an array of quality services in areas such as medicine, nursing, social services, therapy, dentistry, recreation and health care administration.

Other facets of the Washington Center serving the Center residents and those in the surrounding community include a geriatric assessment and case management team, 3 staff residences which will be converted to

(Continued on page 7 column 2)

First Lady Visits Senior Center



Mrs. Carter smiles after being presented with a flower from one of the ladies at Columbia Senior Center.

In early May, First Lady Rosalynn Carter paid a visit to Columbia Senior Center bringing greetings from the President and their daughter Amy.

During the informal meeting, Mrs. Carter spoke of living in Washington as a great experience. She made particular reference to her participation in community based programs such as the Green Door involving St. Elizabeth's Hospital outpatients and activities at D.C. General Hospital as having given her a "feeling of belonging."

Mrs. Carter expressed the President's sensitivity to the devastating impact of inflation on our country, especially the poor and the elderly on fixed incomes. Mrs. Carter received a burst of applause when she mentioned the administration's strong commitment to the elderly which has been reflected by no cuts in services affecting older Americans.

(Continued on page 8 column 1)

SCAN Requests Documents To Expand Data Base

The Service Center for Aging Information (SCAN) is requesting gerontology researchers, educators, analysts and practitioners to submit reports and studies which describe research and program experience.

The reports being requested should emphasize the social practice and social behavioral science areas, since currently included in the system are the Social Practice Resource Center and the Social Behavioral Resource Center.

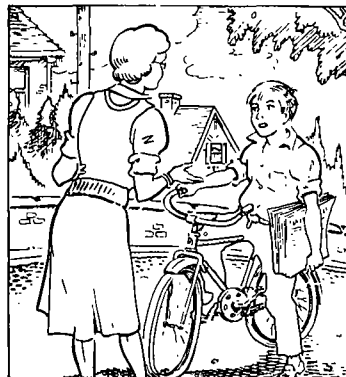
SCAN is a component of the National Clearinghouse on Aging within the Administration on Aging and acts as a central point providing gerontology information throughout the United States.

Documents and inquiries can be submitted to: SCAN Resource Centers, Acquisitions/Dept. N.R., P.O. Box 168, Silver Spring, Maryland 20907 or by calling (301) 565-4269 or (800) 638-2051.

Did You Know . . .

Centenarians are one of the fastest growing segments of the population. From 1974 to 1978, the number of people 100 years or older in the U.S. jumped 43 percent. There were 8,317 centenarians in 1974; by 1978 this group had increased to 11,922. According to Social Security Administration statistics, 54 persons in every 10,000 will live to be 100 and 279 will survive to age 95.

THELMA THWARTUM -- By Alex



Copyright © 1979 by the National Retired Teachers Association and the American Association of Retired Persons

CONGRATULATIONS TO . . .

Mayor and Mrs. Barry on the birth of their son, Marion Christopher on June 17, 1980.

Mr. Fred Maise, age 75 who received a M.S. in Adult Education from the University of the District of Columbia in May. Mr. Maise who is retired, graduated with a 4.0 average.

Ms. Laura Kendrick, a 78 year young resident of Stoddard Baptist Home who won first place in the 1980 D.C. Talent Search, Senior Adult Finals. Ms. Kendrick received a trophy for exhibiting her talent of playing the harmonica, an expertise developed by 66 years of practice.

Mrs. Juanita Thornton who has been re-elected to serve as chairperson of the Commission on Aging for another two years.

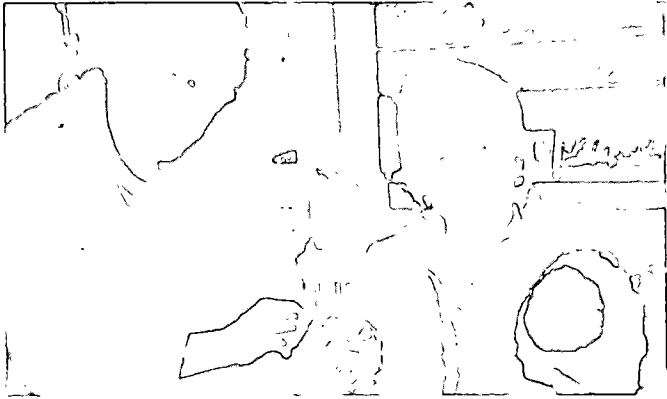
Do you know an elderly person in our community who should be congratulated? If so, send the information to Spotlight on Aging/ Congratulations, 1012 14th Street, N.W., Suite 1106, Washington, D.C. 20005. You must include your name, address and telephone number.

OOPS!

In the May/June issue of Spotlight, an article appeared on contacting the Census Bureau for a "proof of age" document for those individuals who had never received or were unable to locate their birth certificates. The correct telephone number for information is 449-1625 and a fee is involved.

A Public Service of
NRTA-AARP Crime Prevention

Aging Network: Senior Craftsmen Showcase



Sallie Morse (r) displays crochet caps and scarves of her own design with volunteer.



These macrame lamps and plant holders which are in constant demand, are the work of Bill Huggins, a former sheet metal worker.

Are you looking for that one of a kind item made with special patience and meticulous care? If so, the *Senior Craftsmen Showcase* at 2647 Connecticut Avenue, N.W. is the place for you.

The shop has shelves and tables laden with soft baby toys, accessories, infant and children's wear, decorative kitchen objects, ceramics, rugs, pillows, capes, jewelry and countless other unusual things—all handmade by elderly persons in the community.

Under the management of a bubbling, energetic, project director named Dorayne (Dee) Lyons, the *Showcase* serves as a sales outlet for quality craft items and offers the elderly craftsmen an opportunity to remain actively involved as well as providing additional income for those whose items are sold.

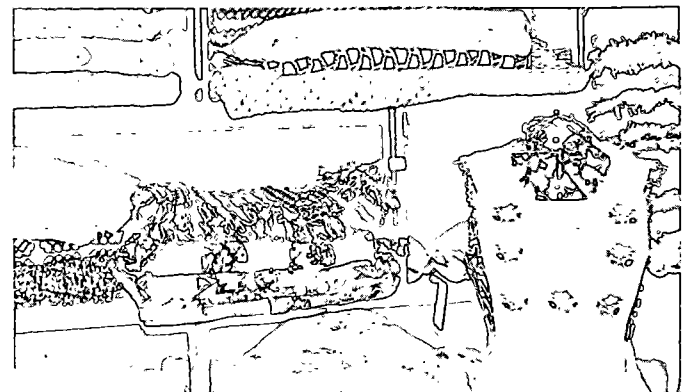
Mrs. Lyons refers to the shop as a "year round bazaar" and indicates that she has received over forty letters from community organizations in other cities requesting guidelines on how to set up a similar program.

Since its initial opening in 1970, the *Showcase* has had 658 consignors actively participate in the program and in celebration of its tenth anniversary, an open house is in the planning stage. Congressman Walter Fauntroy has been invited to share in the festivities as a special guest.

If you are interested in seeing this delightful shop, stop by Monday through Saturday from 10:00 a.m. to 4:00 p.m. or call the *Senior Craftsmen Showcase* at 265-3611 for additional information.



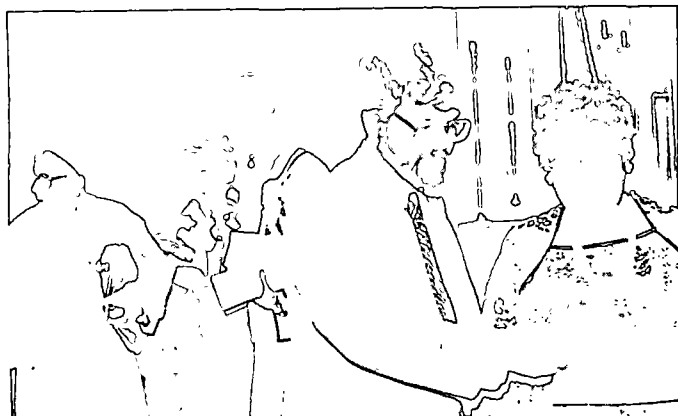
Director Dee Lyons and Viola Hunter, a volunteer sort stuffed toys made by program participants.



Quilts and afghans are a mainstay of senior crafts people.

(Continued on page 5 column 1)

Community Service Awards Given



OoA Director Dick Artis, shares a proud moment with Awards Day recipient.

The city recognized twenty-five individuals and ten groups for outstanding community service at the 16th Annual Senior Citizens Awards Day held on May 21.

The three hour program acted as the District's kick-off to the White House Conference on Aging and carried the theme, "Learning More—Living Better." In support of the theme, this year for the first time, informational exhibits on social security, employment, health care, supplemental security income, and where to turn for services were on display.

Mayor Marion Barry delivered the keynote address and in presenting the awards remarked that the ceremony "illustrated the tremendous contributions being made to the community by elderly residents and the high degree of cooperation existing within the senior citizen community."

Dick Artis, Executive Director of the Office on Aging, addressed the upcoming White House Conference on Aging and the events planned leading up to the actual conference in December, 1981. He emphasized the necessity and importance of citizen involvement at community forums which are to be held in each ward. "It is the opportunity to let your voice be heard on issues of concern to the elderly in our community" he stated.

Polly Shackleton (Ward 3) offered greetings to the audience and commended the Office on Aging on the initiatives being undertaken by that office under the very capable

Over Easy Receives Grant

Public Broadcasting's *Over Easy*, the Peabody award-winning series, has received a \$30,000 grant from the Luke B. Hancock Foundation of California. The Hancock Foundation's Older Adult Program supports projects established by agencies and institutions which involve older people as a resource to the community and the economy.

The grant has been given to *Over Easy* to conduct a study of the viewer mail that the series has received over the past two and a half years. The results of this study will be submitted to the White House Conference on Aging to be held in 1981.

Letters from viewers (over 150,000 of them) reflect the needs and concerns of older people for whom services are available, but often go unused due to lack of public awareness.

Further, because of the personal nature of these letters, they reveal problems which often escape studies that use more traditional demographic sources. They deal with family matters, medical concerns, and a personal need for correspondence that can help to prevent feelings of isolation.

The analysis of *Over Easy*'s viewer mail will also reveal the extent to which older people contribute to and enjoy the benefits of society. Using the actual contents of the letters, an album of written portraits of the older people in America will be published.

Over Easy can be seen in the District, Monday through Friday on Channel 26 at 6:30 p.m.

leadership of Dick Artis. Additionally, Mrs. Juanita Thornton, Chairperson of the Commission on Aging and Mrs. Lelia Coates, Second Vice-President of the Senior Citizens Clearinghouse Committee also offered greetings.

The Annual Senior Citizens Awards Day is sponsored by the Senior Citizens Clearinghouse Committee of the District of Columbia, Inc., in conjunction with the Commission and Office on Aging.

White House Conference On Aging

The 1981 White House Conference on Aging (WHCOA) is designed to draw national attention to the growing number of older Americans and the policies needed to effectively and efficiently use the resource that this segment of the population represents as well as to meet their needs.

In an era when increased attention is being focused on limiting federal spending and balancing the federal budget, the Conference creates a broad forum for reviewing the productivity of programs serving the elderly. The Conference will afford delegates the opportunity to look at not only the Older Americans Act programs, but to assess how all programs can be made more responsive and recommend needed changes based on past and future national trends.

In early December 1981, when the national meeting takes place here in Washington, it will have been preceded by a series of carefully planned activities beginning with local community forums, state conferences, regional hearings, and special mini-conferences which all act as "feeders" of recommendations on issues to be considered at the Conference.

The first step in this process—local community forums—will allow persons to gather to discuss their concerns, raise issues and make recommendations. In D.C., the Commission on Aging will be sponsoring one forum in each of the eight wards during the months of September through December, 1980. However, other community groups and individuals with no group affiliation may also get together for a forum, since the size of forums may vary from as little as five to as many as thirty-five persons.

Dick Artis, Executive Director of the Office on Aging, has been appointed by Mayor Marion Barry to act as the District's Coordinator for the WHCOA. Mr. Artis sees the forums as focusing on two equally important objectives. First, the discussions should stimulate awareness of the WHCOA and educate the general public regarding resources, talents, and creativity of older persons. Second, they should provide the basis for the personal involvement of individuals in the development of a meaningful White House Conference. Reports surfaced during the forums will be used as the groundwork for a District wide conference to be held between April 1 and 15, 1981.

It is not too early to let us hear from you. For more information and answers to your questions concerning the WHCOA, call 724-5626.

SENIOR CRAFTSMEN (from page 3)



Elfie Judd Vierick, a retired nurse displays one of her lovely afghans.



Mary Walker (l), Director of Judiciary House with talented artisan, Mrs. Seldom who made the toddler clothing shown.

Medicare Premiums Rise

As of July 1, 1980, Medicare medical insurance (PART B) increased from \$8.70 a month to \$9.60 a month.

Over 26 million people have Medicare medical insurance protection, which complements the hospital insurance (Part A) of Medicare by helping to pay physician's bills and a variety of other medical expenses in and out of the hospital.

The Medicare law requires an annual review of the cost of the medical insurance program. Based on this review, an estimate is made of the cost of this coverage for the following year. As the cost of the program increases, so does the premium amount. However, the law limits increases in the beneficiary premium to the percentage that social security benefits increased in the previous year. Since social security benefits increased 9.9 percent in 1979, the medicare premium increase is limited to 9.9 percent.

A few people pay more than the basic premium for their medical insurance protection. This is because there was a period during which they could have had medical insurance, but did not. Generally, for each year a person could have had medical insurance but did not sign up for it, the monthly premium increases by 10 percent. These people will be notified by mail about the increases in their medical insurance premium amounts.

For those individuals who have to pay for the basic hospital insurance coverage, the cost will rise from \$69 a month to \$77 a month.

PRESIDENTIAL GREETINGS

The White House will send a greeting card bearing the Presidential seal to persons celebrating at least their 80th birthday or to couples marking 50 years or more of marriage.

Information required includes the full name of the person or couple, age or years of marriage, birthday or anniversary date and mailing address.

Requests should be sent at least one month in advance of the event to Greetings Office, The White House, 1600 Pennsylvania Avenue N.W., Washington, D.C. 20500.

Social Security, SSI Boost

Checks received by more than 35 million social security and 4.1 million supplemental security income (SSI) recipients on July 1, reflected a 14.3 percent cost-of-living increase.

The boost was triggered by a rise of the same percentage (14.3) in the Consumer Price Index (CPI) which automatically raises social security and SSI payments once the CPI goes up to 3 percent or more in one year.

For those who receive both social security and SSI payments, the SSI check may be reduced to reflect the additional income represented by the social security cost-of-living increase.

Health Insurance Guide

A handy, informative, easy to read pamphlet entitled *Guide to Health Insurance for People with Medicare* explains what Medicare pays and doesn't pay, hints on shopping for private insurance to supplement Medicare and basic things you need to know concerning insurance in general.

For your free copy, call the Information and Referral Service at 724-5626.

St. Vincent de Paul Opens Anacostia Store

The St. Vincent de Paul Society has opened a small thrift store at 2307 Martin Luther King Avenue, S.E., to serve low income residents of that area.

To meet the great need of this facility, the Society is seeking volunteers and donated clothing. If you can assist, call Leo Butler at 889-6671 from 11:00 a.m. to 5:00 p.m. daily except Wednesdays and Sundays.

Retirement Costs

If you are planning to retire or want an idea of living costs in various U.S. cities, send a postcard to: Bureau of Labor Statistics, Washington, D.C. 20212, for a free copy of the booklet *Three Budgets for a Retired Couple*. It points out the cost of housing, food, etc., in different areas of the country, revealing where your dollar will currently buy more.

CCM Honors Volunteers

"A mix of the generations beautifully demonstrated" were the words used by Dr. Robert Butler, Director of the National Institute on Aging in describing the senior volunteer program at the Capital Children's Museum (CCM).

During a special reception hosted by the CCM elderly volunteers in May to celebrate both Older Americans Month and the growth of the volunteer program, Dr. Butler was one of the guest speakers who proclaimed his support of the inter-generational program.

Those assembled were also addressed by Christopher and Dagmar Wilson, an older couple who have written and illustrated a delightful children's book, *A Treasure Hunt*. The book, which has received the endorsement of the National Institute on Aging, tells the story of youngsters who learn from and have fun with elderly persons in their community. It is an effort to dispel the negative images society has created and perpetuated about the elderly, thus transferring these misgivings to our youth.

Currently, more than 50 persons volunteer their time and energy with children visiting CCM. They (volunteers) also assist with clerical and administrative functions as well as serve as salespersons in the recently opened Museum gift shop.

Mrs. Estelle Frye, one of the fifty volunteers, feels that working with the children is

(Continued on page 8, column 2)



Dr. Robert Butler chats with (l-r) senior volunteers, Tencie Stokes, Emily Gaskins and Ann Lewin, Director of CCM.

METRO FARE HIKE

A new fare package for Metrobus and rail went into effect June 29, however, Metro will continue to offer reduced fares for both the elderly (those 65 and older) and the legally declared handicapped.

The fares for Metrobus are as follows:

\$.20 for bus trips within the District of Columbia

\$.30 for bus trips within Maryland or within Virginia

\$.50 for any inter-state trip

Discount passes for the bus may still be obtained from public libraries, metro sales outlets, and the Information and Referral Service of the Office on Aging.

Metrorail fares will be one half of the rush hour fare rounded down to the nearest five cents with the maximum fare being \$.50. A special farecard is needed and can be obtained from both metro sales outlets and/or metro divisions.

Questions concerning the increase may be directed to the Metro Marketing Office at 637-2437.

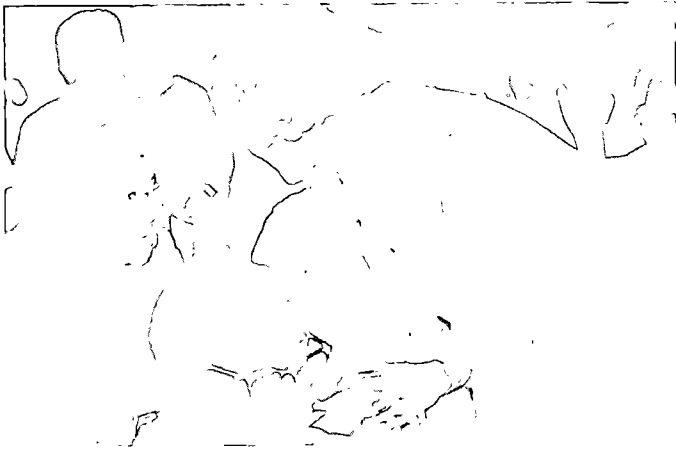
OOA LOOKS TO THE 80's (from page 1)

group homes, a community residence facility, and a day care program.

Looking to the future, the Office on Aging plans to make the 18½ acre site at 18th and Douglas Streets, N.E. into a senior citizens campus. David Reechia, a recent graduate of Catholic University, developed a full scale model for the property tying the 275 bed facility to a senior center and independent housing for the elderly. This model will allow the center to connect individuals to supportive in-home and center based services as well as provide a linkage to nursing home care when needed. Mr. Reechia's design, used as his thesis project, rendered him an A for his efforts and considerable cost savings to the District Government for a fine product.

As we look forward to the Center's opening, we are hoping to generate strong volunteer support from the community. Please call Karyn Barquin at 724-5622 for more information.

FIRST LADY (from page 1)



Mrs. Carter pauses a moment to exchange conversation with a Center member.

Mrs. Naomi Jackson, chairwoman of the senior citizens at the Center, presented the First Lady with a flower and told her how thrilled everyone was to have her (Mrs. Carter) stop by.

Various city officials were on hand to greet Mrs. Carter. They included: Mayor Marion Barry, Councilmembers Charlene Jarvis (Ward 4), Polly Shackelton (Ward 3), William Spaulding (Ward 5), Arrington Dixon, Chairman, and Dick Artis, Executive Director of the Office on Aging.

The afternoon ended with Mrs. Carter moving through the seated rows of seniors shaking hands, exchanging conversation, and extending an invitation to the club members to come to the White House the following week.

"SPOTLIGHT" READERS SPEAK

The *Spotlight on Aging* wants to hear from you, our readership. We are interested in hearing your point of view, concerns, and thoughts on issues which affect older persons.

In our effort to establish this line of communication, a new column entitled, *Spotlight Readers Speak* will be featured beginning with the September/October, 1980 issue, pending reader response.

All letters received will be read with interest, however some of those printed may be edited or shortened. Correspondence sent will automatically become the property of *Spotlight* and unused letters will be returned only if accompanied by a stamped self-addressed envelope.

To let us hear from you, write: *Spotlight on Aging*, Office on Aging, 1012 14th Street, N.W., Suite 1106, Washington, D.C. 20005. Please include your name, address and telephone number.

CCM VOLUNTEERS (from page 7)

a "rewarding experience." Her efforts focus on making the children view her not as an old woman, but simply as someone who has lived longer than they have."

The Capital Children's Museum is located at 800 3rd Street, N.E. and anyone seeking more information may contact Donna Firer at 544-2244.

SPOTLIGHT ON AGING

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OFFICE ON AGING
1012 14TH STREET, N.W.
SUITE 1106
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D. Richard Artis, Executive Director
Juanita Thornton,
Chairperson, Commission on Aging
Sharon Henery, Editor

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The Office on Aging does not discriminate because of race, religion, sex, age, national origin, or physical disability against any applicant for services.



ADVISORY
NEIGHBORHOOD
COMMISSION 3-C

Cathedral Heights
Cleveland Park
McLean Gardens
Woodley Park

MEMORANDUM:

TO: All Commissioners

FR: Phil Mendelson *PM*
Housing Committee Chair

RE: Housing Committee Report (1980 #5)

August 25, 1980

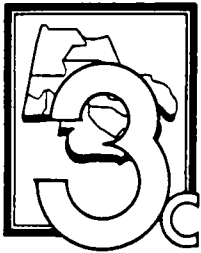
The Housing Committee met last Tuesday, August 19. The discussion emphasized organizational needs and goals for this coming Fall. The following is a synopsis of what was discussed.

1. This Committee should act as a clearinghouse for information to assist confused and threatened tenants. Ways include:
 - a. Print a poster, for distribution (message: "confused? Call your ANC...");
 - b. Publish a bimonthly newsletter dealing primarily with housing law, legislative changes, and housing-related events within the 3-C area. This newsletter would also include offices and telephone numbers. Katherine Coram has agreed to help edit this.
2. The Committee's agenda for this Fall will attempt to include:
 - *3-C Housing problems
 - *3-C Housing survey
 - *Interaction on housing within Ward III
 - *Tracking/commenting on legislation and regulations in D.C.
 - *Other miscellaneous D.C. housing matters (e.g., Mayor's housing policies, community development block grant program, etc.)
 - *Zoning Case re. community based residential facilities
 - *Comments on Federal activities, where appropriate
3. The Committee is in acute need of additional members. Several individuals have indicated an interest, and will be contacted. The proposed newsletter will also solicit volunteers. If anyone else knows of interested candidates, please contact the Committee.
4. The next meeting of the Committee is scheduled for the evening of Monday, September 15, 1980.

01-Christopher Klose
02-Ruth Haugen
03-Vacant
04-Joe Jeff Goldblatt
05-Phil Mendelson

ANC-3C Office
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Washington, D.C. 20008
232-2232

06-Kaj Strand
07-Gary Kopff
08-Vacant
09-Patricia Wamsley
10-David Grinnell



ADVISORY
NEIGHBORHOOD
COMMISSION 3-C

Cathedral Heights
Cleveland Park
McLean Gardens
Woodley Park

MEMORANDUM:

TO: All Commissioners
Committee Chairs

FR: Phil Mendelson, Chair *P.M.*
Bylaws Committee

RE: Attached Revision of Proposed Bylaws

August 11, 1980

Attached is a new revision of the Bylaws being recommended by this Committee for adoption. Numerous changes have been incorporated into this new revision, although most are technical as opposed to substantive. The Committee has received comments from Joe Goldblatt and Bob Stumberg, and the changes are the result of these comments and additional consideration.

Many of the technical changes are stylistic. Bob Stumberg recommended that the drafting use present tense and avoid false imperatives. Therefore, in a number of instances the word "shall" has been replaced by the present tense (e.g., "is" or "must"), or by the word "may." To some extent, suggested drafting changes have had to be balanced against language suggested in Robert's Rules Of Order, so that the proposed Bylaws are consistent with the parliamentary authority and the interpretations provided therein. All of these types of changes are purely of a drafting nature and do not alter the intent or meaning of the Bylaws as they have been proposed.

Article II has been substantially rewritten, but again, the changes are not substantive. The deleted language (part of §1, and all of §§2-3) was unnecessary, given the provisions of the laws and statutory construction. Bob Stumberg commented that: "Even where specifically provided, a statutory description of functions, duties or responsibilities may not be exclusive. It all depends on the nature of the description." The scope of actions the Commission may take is already set forth in the law. And the Commission is already authorized to initiate applications for government action, such as for historic preservation.

As stated at the Commission's July meeting, the Bylaws Committee intends to develop Rules for the Commission. These Rules, as recommended by Robert's, will enumerate various parliamentary and administrative procedures that are best incorporated in a separate document. Because of this, several somewhat substantive changes have been made. These include:

01-Christopher Klose
02-Ruth Haugen
03-Vacant
04-Joe Jeff Goldblatt
05-Phil Mendelson

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232-2232

06-Kaj Strand
07-Gary Kopff
08-Vacant
09-Patricia Wamsley
10-David Grinnell

- The provision regarding roll call votes has been deleted because it will be provided for in the Rules which this Committee will be proposing shortly.
- Article VII, §2, regarding Standing Committees, has been rewritten in contemplation of these Committees being specified in the Rules.

Two other substantive changes are:

- Rather than state that the annual budget shall be adopted each Fall, the revision now specifies adoption in the first month of each fiscal year.
- This new revision provides for regular meetings "at least once each month" as opposed to "each month." This provides for greater flexibility.

The Committee Report dated June 18 is being revised to reflect all of the changes made in this new revision to the proposed Bylaws. The Report will be sent to you before the next meeting on August 25. As stated in this Committee's June 18 memorandum, it is proposed that the Report be adopted after consideration of the Bylaws.

The Rules will also be distributed before the 25th. However, they will be presented at the August meeting solely for informal discussion. It is hoped that in this way informal comments can be received and incorporated before the final draft is presented for adoption in September.

You will find Joe Goldblatt's and Bob Stumberg's comments attached.

enc.

cc: Bob Stumberg,
Anne Blaine Harrison Institute

ADVISORY NEIGHBORHOOD COMMISSION 3-C

BYLAWS

[DRAFT]

(Revised As Of August __, 1980)

ARTICLE I - NAME

The name of this organization is Advisory Neighborhood Commission 3-C, or ANC 3-C, as established by the Council of the District of Columbia, and herein referred to as the "Commission."

ARTICLE II - PURPOSE

Section 1. The purpose of the Commission is in accordance with Public Law 93-198, D.C. Law 1-21 as amended, and any other applicable statutes of the District of Columbia.

Section 2. The Commission may elect membership in organizations and societies that further the interests of the Commission.

Section 3. The Commission shall not participate in partisan political activities.

ARTICLE III - MEMBERSHIP

Section 1. Membership on the Commission is as provided by law.

Section 2. Commissioners shall serve without compensation, except that appropriate expenses shall be paid with authorization by the Commission.

Section 3. Vacancies on the Commission shall be filled as provided by law.

ARTICLE IV - OFFICERS

Section 1. The Commission shall elect from among its members a Chair, Vice-Chair, Secretary, Treasurer, and such other officers as may be necessary, in January of each year. The officers shall perform the duties prescribed by D.C. law, these Bylaws, the Commission's Rules, and by the parliamentary authority adopted herein.

Section 2. The officers shall be elected to serve for one year or until their successors are elected, and their term of office shall begin upon election.

[DRAFT]

Section 3. Each candidate for office shall be nominated from the floor. A nomination need not be seconded. Voting shall occur by ballot, unless the candidate is unopposed, before the floor is opened for nominations for another office.

Section 4. No Commissioner may hold more than one office at a time, except to temporarily fill a vacancy as provided in Section 5 of this Article, and no Commissioner may serve more than two consecutive terms in the same office.

Section 5. A vacancy among the officers shall be filled in the manner prescribed by the parliamentary authority adopted herein, except as follows:

(a) A vacancy in the office of Treasurer is filled automatically by the immediate ranking officer.

(b) A vacancy that is not filled automatically may be filled temporarily without previous notice.

(c) All vacancies, including those filled either automatically or temporarily, require an election to be held at the earliest possible regular meeting. Notice of the meeting must include notice of the election.

ARTICLE V - FINANCE AND RECORDS

Section 1. The financial operations of the Commission must be in accordance with applicable laws, rules, and regulations of the District of Columbia. The Treasurer is responsible for overseeing Commission compliance with the financial provisions of such laws, regulations and rules.

Section 2. The fiscal year of the Commission is the same as that of the District of Columbia Government.

Section 3. The Commission shall adopt an annual budget, after hearing any comments from residents of the Commission area, in the first month of each fiscal year.

Section 4. The Commission shall approve each expenditure over \$50.00 by resolution. Records of expenditures of petty cash funds must be transmitted to the Treasurer prior to any further disbursement of such funds.

Section 5. Communications by individual Commissioners and Committees which do not reflect adopted positions of the Commission must be clearly identified as such. Copies of all Commis-

[DRAFT]

mission, Commissioner, Committee, and Subcommittee correspondence must be filed with the Commission.

Section 6. All financial reports, minutes, correspondence, these Bylaws, and the Commission's Rules are public documents and must be available for public inspection and copying.

Section 7. In the event that recordkeeping is delegated to assistant officers, employees, or professionals under contract, the appropriate officers shall nevertheless have ultimate responsibility.

ARTICLE VI - MEETINGS

Section 1. No action may be taken by the Commission except at a duly constituted meeting open to the public.

Section 2. The Commission shall meet regularly at least once each month at a time and place established by the Commission. Each regular meeting shall include a "~~Town-Hall~~" segment wherein residents of the Commission area may present their views and items of concern. Within the Commission area, meeting places shall be varied.

Section 3. Special meetings of the Commission may ~~be held~~ as called by the Chairman or by written request of any three Commissioners delivered to the Secretary. The agenda must be included in the notice of such meetings, and no other items may be acted upon.

Section 4. Except as provided herein, notice of Commission meetings must comply with D.C. law.

Section 5. Voting by proxy is allowed, provided the proxy is in writing, is limited to a specific issue, and specifies the exact direction of the vote. *proxies may only be held by*

ARTICLE VII - COMMITTEES

Section 1. The establishment and operation of Committees shall be in accordance with D.C. Law and as provided by these Bylaws and the Commission's Rules.

Section 2. Standing Committees are those prescribed in the Commission's Rules. All other Committees are Special Committees, and must be established by the Commission.

Section 3. The Chairmanship of each Committee is open to

any resident of the Commission area, and must be appointed¹ by the Commission. The purpose, composition, size, manner of selection and duties of all Committees, and the duration of Special Committees shall be determined by the Commission, except that each Committee must include at least one Commissioner. With the concurrence of the Commission, Committees may establish subcommittees made up of one or more members of the Committee as well as nonmembers of the Committee. The time and schedule of Committee meetings shall be established by the respective Committees themselves.

Section 4. The Commissioners are ex officio members of all Committees.

Section 5. Nothing in this Article should be construed to preclude individual Commissioners and/or residents from forming into ad hoc groups to address and report upon any matter before the Commission.

ARTICLE VIII - PARLIAMENTARY AUTHORITY

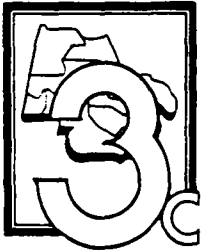
The rules contained in the current edition of Robert's Rules Of Order Newly Revised shall govern the Commission in all cases to which they are applicable and in which they are not inconsistent with D.C. Law, these Bylaws, and any special rules of order the Commission may adopt.

ARTICLE IX - BYLAWS

These Bylaws can be amended at any regular meeting of the Commission by a two-thirds vote, provided that the amendment has been submitted in writing at the previous regular meeting.

AMENDMENTS

[To be listed in order of adoption]



ADVISORY
NEIGHBORHOOD
COMMISSION 3-C

Cathedral Heights
Cleveland Park
McLean Gardens
Woodley Park

July 29, 1980

Mr. Phil Mendelson, Chair
Bylaws Committee

Dear Phil,

First my humble apologies for this delay in responding to your excellent work on ANC 3C Bylaws. The following numbers refer to the copy of Bylaws which is enclosed for ready reference regarding my comments.

1. I think that building in a degree of flexibility to the Bylaws is essential. The genius of our level of government functions best when it yields to pressing needs and flexible Bylaws will help accomplish this task.

2. Every memo that is exchanged between committee chairs should be dated and filed appropriately in the ANC office. This will be of substantial help should additional research be required either by other members of the commission or community citizens regarding any issue on which a committee head has had experience.

3. The commission should meet monthly. The commission should also be empowered to hold special meetings open to all citizens when pressing issues merit these additional meetings.

4. I think this is a good idea, however I want to reemphasise the need for adequate communication between all committee chairs and fellow commissioners. Any major committee referrals should be entered in writing and submitted to the commissioners prior to the following monthly meeting.

5. This section is fine, but I think we should specifically outline some considerations for removal from office (i. e. failure to attend meetings X number of times signifies expulsion from the commission).

6. In addition to these notes I would like to see incorporated in the new Bylaws a provision that it be the responsibility of the Chairman and Secretary working in concert to prepare a written copy of the agenda one week in advance and circulate to all commission members. At that time commissioners can determine how much time their individual proposals, discussion and reports will require of the commissions time. This should be reported to the Chairman at the outset of the meeting and should be adhered to throughout the formal meeting.

7. "Great weight" will only be given to those matters which are presented in writing at least one week prior to each monthly meeting.

That's the best I can do at 6:30a. m. I hope this has been helpful to you.

With all good wishes, I am, sincerely yours, Joe Goldblatt, Vice Chair

01-Christopher Klose
02-Ruth Haugen
03-Vacant
04-Joe Jeff Goldblatt
05-Phil Mendelson

ANC-3C Office
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Washington, D.C. 20008
232-2232

06-Kaj Strand
07-Gary Kopff
08-Vacant
09-Patricia Wamsley
10-David Grinnell

See:
Report
Page 4,
second full
para.

Report,
Page 6
Para. 1



THE ANNE BLAINE HARRISON
INSTITUTE FOR PUBLIC LAW

GEORGETOWN UNIVERSITY LAW CENTER
605 G ST., N.W. - SUITE 401
WASHINGTON, D.C. 20001
202-624-8235

MEMORANDUM

July 18, 1980

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DAVID J. MCCARTHY

Associate Dean for
Clinical Programs
JOHN R. KRAMER

Director
JASON I. NEWMAN

Deputy Director
ROBERT K. STUMBERG

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Institute Fellow
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Community Legal Assistance
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Developmental Disabilities
J. MICHAEL FARRELL
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MARGARET REUSS
CHARLES RICHARDSON
LOUISE SAGALYN
STEPHEN J. WRIGHT

TO: Phil Mendelson
Chair, ANC 3C Bylaws Committee

FROM: Bob Stumberg

RE: Comments on Draft Bylaws Revision

General Comments

In my opinion, your changes in drafting style are all well taken (e.g., not repeating the text of statutes or Auditor's Rules) for reasons of brevity and avoidance of confusion should those statutes or rules be amended.

As to substantive changes, like the provision for proxy voting, I see no need to take a position. These are clearly matters of internal discretion within the ANC's legal authority.

I did make a number of suggested drafting changes on the attached draft on a purely stylistic basis. It looks like a lot of changes, but actually reflects only a few basic drafting conventions applied throughout the draft:

- a. Use of "shall": "Shall" should be used to convey the meaning "has a duty to." It should be preceded by whomever has the duty and followed by whatever that duty is. The use of "shall" to convey a future tense is therefore incorrect, not only because it creates a false imperative, but because legal drafting should be in the present tense whenever possible.
- b. Use of "may": "May" is a grant of discretionary authority which, in this case, the Commission has, but does not have to exercise. The use of "shall" in the place of "may" creates a false imperative.
- c. Gender: It was my understanding that the ANC had opted for neutral titles (e.g., "Chairperson"); I therefore made changes to avoid references to "his" and "he."

Phil Mendelson
ANC 3C Bylaws
page two

Specific Comments

There are a number of clauses on which I have questions or comments. These are noted as numbered footnotes on the attached draft. Please refer to the draft to see what I am commenting on.

- Article I
Sec. 1
(6/18 Draft) 1. Even where specifically provided, a statutory description of functions, duties or responsibilities may not be exclusive. It all depends on the nature of the description.
- Article I
Sec. 2
(6/18 Draft) 2. "Actions" is an ambiguous term, and the purpose of this clause is unclear. Are you intending to limit the ANC's authority more than it is limited by the applicable statutes and rules?
- Article I
Sec. 3
(6/18 Draft) 3. The statute already authorizes the ANC to initiate applications for government action. To provide only for historic preservation within your bylaws limits the ANC by inference from initiating other types of applications because they are not mentioned.
- Article I
Sec. 4
(6/18 Draft) 4. Prohibition from partisan activities is already provided by statute and Auditor's opinions.
- Article V
Sec. 3 5. Requiring adoption of a budget in the "fall" is an overly broad time frame. Even to require it within the first quarter would be better. Why not require it before a certain date?
- Article VI
Sec. 3 6. Once three commissioners deliver a request to the Secretary, who provides notice? Does the Secretary usually provide notice? Since the Chair usually calls meetings and coordinates them with various committees and other groups, shouldn't this provision include the Chair?

cc: Gary Kopff
Joe Jeff Goldblatt



ADVISORY
NEIGHBORHOOD
COMMISSION 3-C

Cathedral Heights
Cleveland Park
McLean Gardens
Woodley Park

MEMORANDUM:

TO: All Commissioners
Committee Chairs

FR: Phil Mendelson, Chair *P.M.*
Bylaws Committee

RE: Revised Report, Proposed Rules, Etc.

August 24, 1980

Attached you will find three documents. Please try to read them before Monday night's meeting. First, you will find a revised Report on the Bylaws revision. This Report attempts to analyze the proposals both in terms of changes from the Commission's current Bylaws and in terms of what the proposed revisions mean. This Report is a revision of that which was previously sent to you, dated June 18, 1980. In addition to reflecting the changes that have been made in the proposed Bylaws since the first draft was circulated, this Report also attempts to respond to some of the comments that have been received by the Committee. It is intended that this Report will be adopted by the Commission Monday night after the Bylaws have been considered.

Second, you will find a draft of 7 amendments the Committee may propose on Monday night. Upon further consideration, and in light of recently received comments, these changes seem to be appropriate. These changes are in draft only because they may be changed yet again.

Third, you will find a draft of proposed Rules for the Commission. Basically, this is a rough cut, and it is expected that changes will be made and provisions filled in; accordingly, your comments are important. As previously stated, these Rules are being proposed for adoption in September.

The Committee has received several comments about the necessity of establishing Rules. On the surface, it seems that this may only create confusion and complications. In addition, the comment has been made that it would be best if everything was contained in the Bylaws, rather than in separate documents. Hopefully, the following explanation will help.

First, the Rules are distinguished from the Bylaws because of their applicability. They provide for parliamentary and administrative procedures while the Bylaws define the primary characteristics of the organization and

01-Christopher Klose
02-Ruth Haugen
03-Vacant
04-Joe Jeff Goldblatt
05-Phil Mendelson

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10-David Grinnell

prescribe basic functions under which the Rules can be applied. The Bylaws include provisions which are considered to be important enough that they cannot be changed as easily as the Rules, and the Bylaws contain provisions that can not be suspended, while suspension of many of the Rules is possible.

Second, many of the proposed Rules, particularly the Standing Rules, are already contained--somewhere--in the records of the Commission. For example, most of the financial and funding Rules have already been passed by the Commission. The proposed Rule for professional representation should roughly parallel what is already contained in the Commission's contract with Anne Blaine Harrison Institute, except that the proposed Rule can be applied to any arrangements for professional services. Similarly, the proposed Standing Rules for meetings and Committees essentially reflect what has already been adopted by the Commission. However, where at present these various rules can be found somewhere, the proposed Rules attempt to bring everything together, so that they can be easily found. Thus, the proposed Rules should actually reduce the potential for confusion.

Third, you will find that the proposed Special Rules, for the most part, relate to parliamentary matters already contained in Robert's Rules Of Order. It is appropriate that modifications of parliamentary procedure be contained in special rules rather than in Bylaws. The concept of adopting rules is recommended in Robert's. That manual states, for example, that each organization should establish its agenda as part of its special rules. The manual also suggests that if the limits on debate provided in Robert's are undesirable, then a special rule should be established. Robert's allows each member to speak twice, for ten minutes each time, to each motion. The proposed Special Rules change this, and thus will provide greater order to ANC 3-C.

Lastly, comments have been made that it would be best if everything was provided for in one document so that each Commissioner would only have to look to one source for any and all answers. To some extent this concern will be taken care of, because it is intended that the Rules, once adopted, will be put in some sort of binder along with the Bylaws and the Bylaws Report.

However, the desire to have everything in one place--for "accessibility"--is to some extent unrealistic. It should be noted that Robert's is over 550 pages long. In addition, there are presently at least six D.C. laws specifically relating to Advisory Neighborhood Commissions, and there is also the Home Rule Act. These various laws incorporate other laws, as well, in providing for the establishment and regulation of ANC's. Then there are numerous D.C. Rules and Regulations, most notably those of the D.C. Auditor, which apply to the Commissions. What the proposed Rules attempt to do is cull the statutes, D.C. Rules, and Robert's with an eye to clarifying ambiguities. In some instances this is best done through Rules rather than Bylaws. The distinction in applicability--the distinction that some provisions are better put in Bylaws, and others better found in Rules--should take precedence over the desire for ease in accessibility. To try to rewrite everything into one document would either create ambiguities or become a monumental task. It is better not to rewrite but rather only expand upon, where clarification is desired. Hence, the proposed Bylaws and Rules. It must also be added that there simply cannot be a

substitute for each Commissioner becoming familiar with all of the various laws, regs, Bylaws, and Rules.

* * *

Several comments should be made about the specific provisions contained in the proposed Rules.

°The Special Rules relate more to parliamentary procedure; the Standing Rules deal more with administrative procedure. The former require two-thirds votes for suspension or amendment; the latter require only majority votes. The Special Rules also create certain parliamentary rights for minorities, which the Standing Rules generally do not.

°The Special Rules establish a specified Town Hall segment for each meeting. Currently, this requirement (required both in the law and the Bylaws) has been handled somewhat haphazardly.

°The provision for varied meeting locations may be troublesome. However, the law and the Bylaws both require varied locations, and the Bylaws Committee sees no alternative.

°The order of the Standing Rules roughly parallels the order of the Bylaws.

cc: Anne Blaine Harrison Institute

ADVISORY NEIGHBORHOOD COMMISSION 3-C

REVISED REPORT

Proposed Bylaws Revision
August 24, 1980

General Overview:

The proposed revision is considerably shorter than the current Bylaws, primarily because almost all of the provisions restating the law, D.C. regulations, and/or standard parliamentary procedure (as per Robert's) have been deleted. This was done principally for two reasons: 1) it is unnecessary; and 2) it could cause problems in interpretation where a restatement differs even slightly from these other authorities. Moreover, with any restatement that is not verbatim, what is omitted may carry as much significance as what is included. Thus, what has been done is to simply incorporate by reference the law, regulations, and parliamentary authority (among which a considerable amount of detail is provided). The result is a conciseness which is good. In addition, this provides for a degree of flexibility which the Commission may need in unforeseen situations.

Once adopted, it is intended that this revision, because it is comprehensive in scope, should not be compared with the old Bylaws for interpretation.

What follows is a list of some of the more noteworthy changes proposed by the revision. This list is not exhaustive.

Under Article II--Object: Specific reference to ANC comment upon proposed actions by the judicial branch has been dropped. This reference goes beyond the language in the statute. Under the proposed revision, such ANC comment is not precluded if it is allowed by law. In addition, a specific provision re. ANC membership in other organizations (e.g., WACC) is specifically included.

In developing changes to the current Bylaws, consideration was given to explicitly stating that the statutory provisions are not exclusive--that the Commission can do anything not prohibited by law as well as those things specifically enumerated in the law. Also, consideration was given to specifying that the Commission's actions are limited to matters having a direct impact on 3-C or the District. Both of these ideas were rejected. For one thing, statutory provisions are not exclusive any way. For another, limitations on the Commission's actions are already sufficiently described in the law.

The prohibition on proxy voting has been changed to permit proxies "...in writing, limited to a specific issue, and specifying the exact direction of the vote."

All special quorum requirements have been deleted. Robert's holds that a quorum consists of a majority of members unless otherwise specified in the Bylaws.

The proposed Bylaws will require that election of officers be by ballot; the current Bylaws do not. The current Bylaws prohibit the Chairman from presiding over elections if he/she is a candidate. The proposed Bylaws remove this restriction--partly because voting by ballot makes this unnecessary. The current Article IV Section 6 requires a run-off election for office between the two candidates receiving the most votes, if neither has a majority. This has been eliminated in favor of successive balloting (as provided in Robert's). In addition, the proposed Bylaws will require election of officers each January rather than the current "first official meeting of the Commission each calendar year." Not only is this language more flexible, but it's almost identical to that in the statute.

The requirement has been deleted whereby the election to fill an office created by resolution must be held within 30 days of, but not earlier than, the next official meeting following the meeting at which the office was created. Thus, the office can be filled when created, and the formal requirements of previous notice are not necessary. However, the proposed revision suggests that the creation of additional offices can only occur in January.

The provisions affecting removal of an officer from office have been substantially altered. See the discussion on page six of this Report.

By specifying only one Secretary, the current positions of Recording Secretary and Corresponding Secretary will be combined. At present, the Commission has elected only one Secretary for 1980. The office of Vice-Treasurer has been eliminated. However, the proposed Bylaws allow the creation of additional offices, including this one. Moreover, a provision has been added that will permit the automatic filling of a vacancy in the office of Treasurer by the Secretary, Vice-Chairman, or Chairman, in that order. This is important because otherwise the Commission would be prohibited from expending funds until the vacancy is filled.

The proposed revision will require that when vacancies among the officers are automatically filled (the Vice-Chair succeeds the Chair, or the office of Treasurer is filled as mentioned above) or are filled at a meeting without notice, they shall be filled only temporarily, and an election shall be held to fill out the term at the next regular Commission meeting.

The revision specifies that a Commissioner is limited to two consecutive terms in the same office. The law presently extends this restriction only to the Chairman. The current Bylaws attempt to permit all of the officers to serve the same office for as long as they are Commissioners.

The wording regarding the fiscal year has been made more flexible--in case the District changes its FY from the present October 1 - September 30. Also, the proposed Bylaws specify adoption of an annual budget in the first month of each fiscal year.

Article V Section 5 of the proposed revision requires that communications by individual Commissioners, Committees, Subcommittees, and so forth be identified as such and also be filed with the Commission. While this has been Commission practice, it has not been required in either the current Bylaws or any special written rules.

Consideration was given to whether Subcommittees should in fact be allowed to correspond. Also, comments were received by the Bylaws Committee that there should be a specific prohibition on the use of ANC stationery by groups that are ANC sanctioned but not actually part of the Commission (e.g., the various task forces that have been formed with the community). It was decided that a prohibition on Subcommittee correspondence might unwisely interfere with the work of these groups. Besides, such a prohibition could be instituted through the Commission's Rules. As for the non-ANC groups, it goes without saying that they are unauthorized to use ANC stationery; no Bylaws provision is necessary.

The current Article VI Section 1 could be construed to require that all Commission meetings be open to the public. The proposed Article VI Section 1 only requires, as per statute, that meetings must be public when action is to be taken.

Rather than state that the Commission "shall generally

meet at regular intervals, not less than nine times a year" and that it "shall convene residents at least four times a year to hear resident views," the proposed revision requires "at least" monthly meetings, each of which shall include a "Town Hall" segment.

The notice requirements (other than any requirements in Robert's) have been changed to state simply that they "must comply with D.C. law." The current language generally restates the statute; it is possible, however, that the statutory requirement could be construed differently, or that it will be amended. The proposed language allows for these contingencies.

References to consideration of resident views have been deleted. The revision requires generally that the Commission act in accordance with the statutes, which require such consideration.

The provision in the current Bylaws that the Commission shall forward its written recommendations within 30 days of actual receipt of a notification, or that it indicate in writing within that time that it has no recommendation, has been deleted.

All provisions in the current Bylaws regarding joint meetings have been deleted in the revision. The statute, however, makes various provisions. While the Commission may thus meet with other ANC's, any action would have to be agreed to by 3-C itself, under its own Bylaws, and in accordance with its own Rules.

Commission appointment of Committee Vice-Chairmen has been deleted in the revision; Commission appointment will not be precluded, but it will not be required. The distinction between Standing and Special Committees will be more in harmony with the Commission's parliamentary authority. The current Bylaws distinguish Standing from Special Committees only by stating "those created permanently." Under the revision, it will be clearer what the Standing Committees are, because they will be established by the Commission's Rules, and it will be clearer that Special Committees are only created, when needed, for specific purposes, with a limited duration that cannot last beyond the election of new officers each January. The revision also proposes that Commissioners shall be ex officio members of all Committees.

Unlike the current Bylaws, which are ambiguous as to par-

liamentary authority, the revision specifically cites the current edition of Robert's Rules Of Order.

The 13 item agenda requirement in the current Bylaws has been deleted. Robert's recommends that if an established agenda is to be adopted, it should be contained in Special Rules.

The specific provision re. Commission employees (current Article IX Section 5) has been deleted. The statute makes various provisions, ~~and Article V Section 6 of the revision makes brief reference.~~ However, the current provisions preventing terms of employment from extending more than 90 days into the term of a newly elected Commission and regarding civil service rules and coverage are not found in the statute. These provisions seem unnecessary (for one thing, the law requires that the Commission retain the authority to hire and fire). In any event, these provisions are more appropriately found in any employment contracts the Commission should devise.

The definition of "residents" in the current Bylaws has been deleted from the revision. This seems unnecessary and somewhat contrary to Commission policy (re. "unnatural" residents).

The Bylaws amendment procedures will be changed--both in terms of the required vote and content of the required notice--with the proposed revision.

Additional Analysis:

Article I: This establishes the name, which can be either "Advisory Neighborhood Commission 3-C" or "ANC 3-C." A suggestion was made that the Commission area be defined as part of this Article. This has not been done because the area is already clearly established in the law, and is subject to change by the D.C. Council.

Article II: This sets forth the object and purpose of 3-C. The Commission is empowered to do anything permitted under the ANC laws and anything else that is not prohibited. ~~The Sections regarding historic preservation and membership in other organizations are included only to avoid any uncertainty as to whether these activities would otherwise be permitted. In particular, the Joint Committee On Landmarks, which is under Federal jurisdiction,~~

Correction

~~requires that applicants have a stated interest in historic preservation. The ANC laws are not clear enough on this point. No inference should be drawn that other types of activities are precluded simply because they are not mentioned. The prohibition on partisan activities is provided because this has been Commission policy, and a statutory provision to this effect could not be found.~~

Article III: This Article simply incorporates by reference all of the statutory provisions that have any bearing on membership (e.g., election, qualification, filling of vacancies, etc.). The reference to payment of 'Commissioners' expenses is necessary in order to avoid any ambiguity.

Article IV: Section 1 establishes 4 offices plus permits any other offices the Commission deems necessary. The order in which the offices are listed is their ranking; this particular order is standard in most organizations. Elections shall be held in January; hence, the terms are for approximately one calendar year. Both the ANC laws and Robert's provide detailed descriptions of the duties and responsibilities of the officers, which are therefore not repeated in this section. Additional duties may be prescribed in the Commission's Rules, and of course Officers must comply with any instructions contained in resolutions of the Commission.

Section 2 provides that the term of office begins upon election, not at some other time, such as the close of the meeting. This is important for newly elected Commissions, since there are no officers (assuming that the old officers are not reelected to the Commission, thus are no longer members, and are therefore ineligible to continue as officers) until the election takes place.

Section 2 also provides that "The officers shall be elected to serve one year terms or until their successors are elected...." This means, in part, that under Robert's, "any regularly elected officer...can be deposed from office for cause--that is, misconduct or neglect of duty in office--as follows: ...the election of the officer in question can be rescinded and a successor can thereafter be elected for the remainder of the term. The vote required for removing the offender from office in such case is the same as for any other motion to [rescind]." This requires a two-thirds vote, or a majority vote when previous notice has been given. It should be noted that the law is such that Commissioners cannot be removed from the Commission itself except by a voter initiated recall process.

Section 3 is self-explanatory. After election of Chairman, nominations are taken for the next office, which is then elected, and this procedure is repeated for each successive office, ending with Treasurer. Under Robert's, a majority vote is needed for election; if successive ballots are necessary, no candidate receiving any votes is eliminated unless voluntarily.

Section 4 is self-explanatory. "Terms" refers to the one-year terms provided by this Article.

Section 5 provides for the filling of vacancies among the officers. Under Robert's, vacancies are filled only for the duration of the term. In concept, vacancies may be filled immediately--for Chairman and Treasurer, they are filled automatically--but in all cases, vacancies can only be "permanently" filled at a regular Commission meeting for which notice of the election has been given.

Article V: The various Sections of this Article deal with the miscellany of the Commission's finances and records. Here again, D.C. law and regulations--most notably, the Rules of the D.C. Auditor--are fairly explicit, and are incorporated by reference. Section 4 is intended to reflect the legal requirement that all expenditures be approved, while allowing some flexibility so that the Commission's time is not preoccupied with constant attention to petty or recurring items that can be handled through general authorizations. Section 5 permits communications by individual Commissioners, Committees and Subcommittees--in return for responsibilities that protect the Commission. Section 7 eliminates any ambiguity over the delegation of duties and responsibilities; the officers retain ultimate responsibility.

Article VI: Generally, the provisions of this Article are self-explanatory. Section 1 does not prohibit the Commission from meeting privately, but no action can be taken except at a public meeting; this is consistent with the statute. Section 3 allows for special meetings; according to Robert's, the Secretary has the duty to provide the notice to the Commissioners. Section 4 incorporates the notice requirements of the law and the Commission's Bylaws and Rules and it allows for interpretation of what D.C. law requires--~~if there is room for any interpretation.~~ At least seven days notice is required by law. ^{except in certain instances.} Section 5 does not prohibit multiple proxies, but makes the use of any very difficult--because of the limitation to a specific issue, specifying the exact direction of the vote--and there should be no doubt as to whether a proxy is correctly used.

Article VII: Section 1 is self-explanatory.

Section 2 requires that all Committees be established by the Commission and makes a distinction between Standing and Special Committees. The former are established by the Commission's Rules, and continue to function until the Commission decides otherwise by changing its Rules. A Special Committee, according to Robert's, is appointed for a specific purpose, and "continues to exist until the duty assigned to it is accomplished, unless discharged sooner...but in an elected or appointed body... special committees that have not reported cease to exist when the new officers assume their duties at the next annual [January] meeting."

Section 3 allows that Committee Chairmanships are open to non-Commissioners because the law so provides. The language also permits non-Commissioners to serve as Committee members provided there is at least one Commissioner on the Committee. This Section requires annual appointment of Committee Chairmen, and therefore each Committee is reappointed at the same time. The remaining provisions of this Section are self-explanatory.

In Section 4, "ex officio" means that Commissioners have all of the rights and privileges (e.g., participation and voting) but none of the obligations of Committee membership. Ex officio members do not count toward any Committee quorum requirements.

Section 5 is intended to prevent any argument that would attempt to enable the Commission to ignore individual Commissioners and/or residents of the Commission area, who have joined together to address the Commission, on the grounds that they are not a proper Committee.

Article VIII: This Article is self-explanatory.

Article IX: This Article permits fairly easy amendment of the Bylaws, except that the required notice gives time for meaningful consideration (and any second thoughts). By requiring "a two-thirds vote" without specifying two-thirds of the Commission, only two-thirds of those present are needed to effect amendments. This Article is consistent with Robert's. It should be noted that once these Bylaws are adopted, they are continuing in force, and do not have to be readopted every two years, with each new Commission, as was done earlier this year.

Amendments: It is intended that any future amendments to the revised Bylaws shall be listed in order at the end of the doc-

Bylaws Report
August 24, 1980
Page Nine

ument, rather than being directly incorporated into the main body.

Note: The foregoing does not, nor is intended, to thoroughly interpret or analyze the revised Bylaws.

This Report reflects amendments, which the Bylaws Committee intends to introduce at the Commission's August 25, 1980 meeting.

DRAFT

RE: Committee Amendments To The Proposed Bylaws

August 25, 1980

After further consideration, and in light of recently received comments, the Bylaws Committee recommends the following amendments to the August 11 draft of the proposed ANC 3-C Bylaws.

- ① Article II: Insert a new Section after Section 1, and renumber the subsequent sections accordingly. The new Section is:

Section 2. In addition to the provisions of the law, the Commission may initiate, before entities of the United States Government, applications with regard to the recognition and preservation of historic sites and structures.

- ② Article IV: Amend Section 5(b) by inserting the words "by the Commission" so that this subsection reads:

(b) A vacancy that is not filled automatically may be filled temporarily by the Commission without previous notice.

- ③ Article V: Replace Section 4 with the following:

Section 4. No expenditure of any amount may be made without authorization by the Commission. Each expenditure over \$50.00 must be specifically approved by the Commission, except that regular expenditures, such as for rent, telephone, employment, and professional services, may be approved as general budget items. Amounts less than \$50.00 may be expended by general authorization, provided that records of general authorization expenditures must be transmitted to the Treasurer prior to any further disbursement of such funds.

- ④ Article V: In Section 7, replace the words "assistant officers" with the words "other Commissioners" so that it reads:

Section 7. In the event that recordkeeping is delegated to other Commissioners, employees, or professionals under contract, the appropriate officers shall nevertheless have ultimate responsibility.

- ⑤ Article VI: In Section 3, replace the words "may be held as called" with the words "can be called" and rewrite the Section (including changing "Chairman" to "Chair") so that it reads:

Section 3. Special meetings of the Commission can be called by the Chair or by written request, delivered to the Secretary, of any three Commissioners. The agenda must be included in the notice of such meetings, and no other items may be acted upon.

- ⑥ Article VI: Replace Section 4 with the following:

Section 4. Notice of Commission meetings must comply with D.C. law, these Bylaws and the Commission's Rules.

- ⑦ Article VII: Amend the first sentence of Section 3 by inserting the words "each year" so that it reads:

The Chairmanship of each Committee is open to any resident of the Commission area, and must be appointed each year by the Commission.

ADVISORY NEIGHBORHOOD COMMISSION 3-C

RULES

8/24 draft

I. Special Rules:

1. INTENT: These special rules of order ("Special Rules") relate to parliamentary procedure for ANC 3-C (the "Commission"). These Special Rules supplement the rules contained in the parliamentary authority ("Robert's") adopted by the Commission's Bylaws, and supercede any rules with which they may conflict.

2. AMENDMENT: These Special Rules can be amended by a two-thirds vote provided the amendment has been submitted in writing either at the previous meeting or with the notice of the meeting.

3. SUSPENSION: These Special Rules can be suspended, as provided in Robert's, by a two-thirds vote, except in the case of a rule protecting a minority of less than one-third of those voting.

4. ORDER OF BUSINESS: The order of business for regular meetings of the Commission is as follows:

- I. Call To Order
- II. Reading & Approval Of Minutes
- III. Town Hall
- IV. Special Orders
- V. Reports Of Officers & Standing Committees
- VI. Reports Of Special Committees
- VII. Unfinished Business & General Orders
- VIII. New Business
- IX. Adjourn

5. PRESENTATIONS:

(a) All resolutions presented for consideration must be in writing.

(b) All Committee reports must be in writing, although they may be supplemented by an oral presentation. *Synopsis of major reports*

(c) The Treasurer's report must be in writing.

(d) A written agenda and the resolutions and reports referred to in (a)-(c) of this Rule must be distributed to the Commissioners no later than the day before the meeting, except where earlier distribution is required by the notice provisions of the Commission's Bylaws, the Commission's Rules, or Robert's.

(e) Suspension of any subsection of this rule is not to be construed as affecting the rights of a minority as provided in Special Rule 3.

Special Rules (cont'd)8/24 draft

6. TOWN HALL:

(a) The Town Hall segment of each regular meeting is limited to no more than thirty minutes.

(b) No business may be acted upon during the Town Hall. Business arising out of the Town Hall shall be considered under Special Orders, provided that Special Rule 5(d), and 5(a) if applicable, is suspended by two-thirds vote.

(c) Non-Commissioners shall receive priority in recognition during the Town Hall, subject to the restrictions provided in Special Rule 7.

7. LIMITS ON DEBATE:

(a) The rules affecting debate are those prescribed in Robert's except as specifically modified herein.

(b) Commissioners may speak without limit as to the number of speeches, except that no Commissioner may speak for more than six minutes total per meeting on each debatable motion pending before the Commission.

(c) Each Committee is allowed no more than ten minutes, per meeting, to present its report(s). This rule is not to be construed as limiting the amount of time the Commission may take to consider business arising out of a Committee report.

(d) Non-Commissioners may speak no more than twice and for no more than three minutes each time, per meeting, on each issue brought before the Commission.

(e) If the Previous Question is ordered, the maker of the motion to which it is applied shall be afforded the opportunity to speak one last time unless his right to speak has already expired as provided herein.

8. ROLL CALL: A roll call vote is required upon motion by any three Commissioners.

Cont'd...

8/24 draft

II. Standing Rules:

1. INTENT: These Standing Rules relate to the details of the administration of ANC 3-C (the "Commission"). These Standing Rules supplement the rules contained in the parliamentary authority ("Robert's") adopted by the Commission's Bylaws, and supercede any rules in Robert's with which they may conflict.

2. AMENDMENT: These Standing Rules can be amended by a majority vote provided the amendment has been submitted in writing either at the previous meeting or with the notice of the meeting.

3. SUSPENSION: These Standing Rules can be suspended as provided in Robert's by a majority vote.

4. FINANCE:

A. The Commission's books and records are to be maintained at the Commission's office, 2737 Devonshire Place, N.W., Washington, D.C. 20008.

B. Each Standing and Special Committee is authorized to expend up to \$50.00 per month for properly documented copying, postage, travel and secretarial expenses related to the Committee's work.

C. Each individual Commissioner is authorized to expend up to \$25.00 per month for properly documented copying, postage, travel and secretarial expenses related to the Commissioner's representation of his/her single member district.

D. All disbursements must contain the signatures of any two of the four officers specifically provided for in the Bylaws.

E. Financial records are to be retained for not less than seven years.

5. FUNDING PROCEDURES:

[TO BE SUPPLIED]

Standing Rules (cont'd)8/24 draft

6. RECORDS:

A. Commission stationery may be used only for Commission business or for matters related to representation of single member districts. Correspondence conveying a position adopted by the Commission must state "For The Commission."

B. The Commission's public records, as defined by the Bylaws, are available under the provisions of the Freedom Of Information Act (D.C. Law 1-96) and the rules promulgated thereunder.

7. PROFESSIONAL REPRESENTATION: The Commission shall not obtain professional services without a written contract or retainer. The contract or retainer must require that no work is to be performed unless generally described and specifically authorized in writing. The Commission shall approve each authorization. In the event of an emergency, or where good cause can be shown, work can be authorized prior to Commission approval provided that a majority of the Commissioners has consented after having been polled either in person or by telephone. Notwithstanding this provision, the authorization must be presented for approval at the next meeting of the Commission.

8. EMPLOYMENT:

[TO BE SUPPLIED]

Standing Rules (cont'd)8/24 draft

9. MEETINGS:

A. The Commission shall meet regularly at 8:00PM on the fourth Monday of each month. Regular meetings shall be held in the public meeting room of the Second District Police Station at 3320 Idaho Avenue, N.W., Washington, D.C. except for the months of February, April, July and October. The February and July regular meetings shall be held in the community room of St. Lukes Methodist Church, Wisconsin Avenue and Alvert Street, N.W., Washington, D.C. The April and October regular meetings shall be held in the community room of St. Thomas Apostle Catholic Church, 27th Street and Woodley Road, N.W., Washington, D.C.

B. Special meetings of the Commission shall be held at such locations as determined by the Secretary, provided that the Secretary shall attempt to comply with the recommendation of the Commissioners requesting the meeting.

C. The Chairman should announce the next regular meeting before each adjournment. In addition, the Secretary shall submit a meeting announcement, together with a general description of forthcoming business, to the Uptown Citizen, Northwest Current, Washington Post, and Washington Star for publication in the appropriate issue of each paper.

D. Smoking is not permitted at public meetings of the Commission.

10. COMMITTEES: The Standing Committees of the Commission are:

Administration & Communication
Budgeting, Finance & Education
Housing
Human Resources & Aging
Planning, Zoning & Transportation
Recreation

[To be described?]



ADVISORY
NEIGHBORHOOD
COMMISSION 3-C

Cathedral Heights
Cleveland Park
McLean Gardens
Woodley Park

August 25, 1980

MEMORANDUM:

TO: All Commissioners

FR: Phil Mendelson, Chair *P.M.*
Bylaws Committee

RE: Committee Amendments To Its Proposed Bylaws And Report

After further consideration, and in light of recently received comments, the Bylaws Committee recommends the following amendments to the August 11 draft of the proposed ANC 3-C Bylaws and the August 24 Revised Bylaws Report.

I. BYLAWS:

#1. Article IV: Amend §5(b) by inserting the words "by the Commission" so that this subsection reads:

(b) A vacancy that is not filled automatically may be filled temporarily by the Commission without previous notice.

#2. Article V: Replace §4 with the following:

Section 4. No expenditure of any amount may be made without authorization by the Commission. Each expenditure over \$50.00 must be specifically approved by the Commission, except that ~~Regular~~ expenditures, such as for rent, telephone, employment, and professional services, may be approved as general budget items. Amounts less than \$50.00 may be expended by general authorization, provided that records of general authorization expenditures must be transmitted to the Treasurer prior to any ~~further disbursement~~ of such funds.
reimbursement for

#3. Article V: In §5, delete the words "by individual Commissioners and Committees" after the first word of this Section, so that the first sentence now reads:

Communications which do not reflect adopted positions of the Commission must be clearly identified as such.

#4. Article V: In §7, delete "to assistant officers, employees, or professionals under contract" so that the Section now reads:

Section 7. In the event that recordkeeping is delegated, the appropriate officers shall nevertheless have ultimate responsibility.

01-Christopher Klose
02-Ruth Haugen
03-Vacant
04-Joe Jeff Goldblatt
05-Phil Mendelson

ANC-3C Office
2737 Devonshire Place, N.W.
Washington, D.C. 20008
232-2232

06-Kaj Strand
07-Gary Kopff
08-Vacant
09-Patricia Wamsley
10-David Grinnell

- #5. Article VI: In §3, replace the words "may be held as called" with the words "can be called" and rewrite the Section (including changing "Chairman" to "Chair") so that it reads:

Section 3. Special meetings of the Commission can be called by the Chair or by written request, delivered to the Secretary, of any three Commissioners. The agenda must be included in the notice of such meetings, and no other items may be acted upon.

- #6. Article VI: Replace §4 with the following:

Section 4. Notice of Commission meetings must comply with D.C. law, these Bylaws and the Commission's Rules.

- #7. Article VI: At the end of §5, add the following sentence:

Proxies may be held only by Commissioners.

- #8. Article VII: Amend the first sentence of §3 by inserting the words "each year" so that it reads:

The Chairmanship of each Committee is open to any resident of the Commission area, and must be appointed each year by the Commission.

II. REPORT:

- #1. On page two, ¶3, the second-to-the-last line: insert the word "is" between the words "it" and "almost".
- #2. On page five, the second full paragraph: delete the second clause of the sentence, so that the sentence now reads: "The statute makes various provisions."
- #3. On page six, last paragraph, ninth line: insert the word "a" between the words "such" and "case".
- #4. On page seven, last paragraph, regarding Section 4 of Article VI: add ", except in certain instances" to the sentence "At least seven days notice is required by law."

III. BYLAWS or REPORT:

Amendments to cover historic preservation: Either the proposed Bylaws or the Report needs to be amended. If the Bylaws are to be amended, to explicitly state an interest in historic preservation, the following is proposed:

In Article II, insert a new section after Section 1, and renumber the subsequent sections accordingly. The new section is:

Section 2. In addition to the provisions of the law, the Commission may initiate, before entities of the United States Government, applications with regard to the recognition and preservation of historic sites and structures.

If the Bylaws are to be silent--with the intent that an explicit statement is unnecessary--then the Report needs to be amended, and the following is proposed:

Beginning with the last paragraph on page five, regarding Article II only, strike all of the language after the second sentence and replace it with the following:

The Section regarding membership in other organizations is included only to avoid any uncertainty as to whether this would otherwise be permitted. No inference should be drawn that any other activities are precluded simply because they are not mentioned. The prohibition on partisan activities is provided because this has been Commission policy, and a statutory provision to this effect could not be found.

The Commission's Bylaws Committee, in developing this comprehensive revision of the Bylaws, considered inclusion of a section under this Article regarding historic preservation. The reasoning was that various Federal agencies--in particular, the Joint Committee On Landmarks--require that applicants have a stated interest in historic preservation. Although the Committee believes that all ANC's have such an interest, it was felt that the ANC laws might not be clear enough on this point, because they deal with the District of Columbia and not the U.S. Government. Upon further reflection, however, the proposed section was rejected: 1) because past and present Commission actions clearly reflect the requisite interest; 2) the laws are clear enough that ANC's may initiate actions (and applications) and that ANC's may participate before the Federal Government; and 3) the Joint Committee has already come to recognize the interests of ANC's in matters of historic preservation.