



# CITY OF FALLS CHURCH

**DATE:** July 12, 2014

**TO:** Streetscape Taskforce

**FROM:** Paul Stoddard, AICP, Principal Planner, Streetscape Taskforce Liaison

**SUBJECT:** Group Membership

## Introduction

The Streetscape Taskforce operates under a charter from City Council. The charter provides for representation from several advisory groups and civic organizations. The charter also provides for the inclusion of other groups, because the Taskforce may need to reach out to other groups to seek out broader viewpoints.

The Taskforce should discuss and decide whether it wants to expand its membership. This discussion could include whether additional members are included in the formal recommendation process of the proposed guidelines. The discussion should include how “alternate” members are included in the group’s work and formal recommendation process.

## Charter

For background, the charter section on membership is copied below.

*Streetscape design impacts many different facets of the community. As such, taskforce membership was drawn from a broad set of groups to ensure different viewpoints are represented.*

*The table below represents the initial positions available on the taskforce. Through the planning effort, the Taskforce may identify that additional viewpoints need to be represented and reach out to seek broader participation in the effort.*

<i>Member</i>	<i>Constituency</i>
	<i>City Council</i>
	<i>City council</i>
	<i>Planning Commission</i>
	<i>Planning Commission (alternate)</i>
	<i>Economic Development Authority</i>
	<i>Economic Development Authority (alternate)</i>
	<i>Citizens Advisory Committee on Transportation</i>

	<i>Citizens Advisory Committee on Transportation (alternate)</i>
	<i>Tree Commission</i>
	<i>Tree Commission (alternate)</i>
	<i>Village Preservation and Improvement Society</i>
	<i>Village Presentation and Improvement Society (alternate)</i>
	<i>Chamber of Commerce</i>
	<i>Chamber of Commerce (alternate)</i>
	<i>Environmental Sustainability Council</i>
	<i>Environmental Sustainability Council (alternate)</i>
	<i>Other:</i>
	<i>Other:</i>

## Invitation from Mayor and Vice-Mayor

In inviting stakeholder groups to participate in the task force, the Mayor and Vice-Mayor authored a broad letter to all advisory boards and commissions. In that letter, the Mayor and Vice-Mayor specifically invited representatives from boards and commissions not named in the charter. An excerpt from the letter is copied below.

*We ask that the Chair of each of the following entities: the Planning Commission, Economic Development Authority, Tree Commission, Citizens Advisory Commission on Transportation, Village Preservation and Improvement Society, Chamber of Commerce, and the Environmental Sustainability Council send two representatives (a primary and an alternate) to the initial meeting of the taskforce on June 14, 2016 at 7:00 p.m. We also welcome representatives from other City Boards and Commissions who wish to serve. Please forward the names and e-mail addresses the two representatives to the City Clerk's office ([cityclerk@fallschurchva.gov](mailto:cityclerk@fallschurchva.gov)) as soon as they are determined.*

## Other Potential Members

The following members of advisory boards and commissions have expressed a desire to serve on the Taskforce. All three members attended the first meeting of the Streetscape Taskforce on June 14, 2016.

- Barb Cram, Arts and Humanities Council
- Diane Duggan, Architectural Advisory Board (AAB)
- Ann Norloff, Human Services Advisory Council (HSAC)