

City of Alexandria, Virginia

MEMORANDUM

DATE: APRIL 9, 2007

TO: THE HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: JAMES HARTMAN, CITY MANAGER

SUBJECT: BUDGET MEMO #47: COSTS AND RESOURCES TO COMPLETE 100 YEAR OLD BUILDING SURVEY

This budget memorandum is in response to Councilman Krupicka and Councilman Macdonald's question: *Comment on the cost and resources needed to complete the work of 100 year old buildings list in Alexandria during the next fiscal year.*

Work was started in FY 2007 on the inventory of 100 year old buildings with a one-time addition of \$100,000 by City Council during last year's add/delete process. With these funds, we have surveyed candidate 100 year old properties in the City outside the Old and Historic District, and through the survey and research have identified 66 properties that appear to meet the 100 year old threshold. We are continuing our research and expect to be done with the inventory by summer 2007.

After our research is complete this summer, we will begin the process of notifying property owners and providing information to them regarding the implications of owning a 100 year old building. We also plan to hold meetings in various parts of the City to review the 100 Year Old Buildings list and its implications, including meetings with the Board of Architectural Review (BAR). Additional work to complete the survey will include assembling background information to provide to property owners of 100 year old buildings, including reasons the City wants to protect 100 year old buildings, advantages and disadvantages to the owner, and how protection will be accomplished.

The additional estimated costs to complete these tasks in FY 2008 will be in the range of \$80,000 to \$100,000. With these additional funds, the City's consultant would prepare a list of affected properties with contact information and brief description of each property. The consultant would also prepare a letter to be mailed by the City to each affected property to arrange an interview, as well as to indicate the City's desire to develop protection for buildings that are 100 years of age or older. The consultant would develop a list of interview questions to be asked of each property owner and would conduct interviews/meetings with the approximately 66 property owners. In addition, the consultant would prepare a summary of the interviews, including the highlights of what was learned during the interviews. The consultant would then prepare an ongoing outreach strategy which would be designed as an integral part of implementing any protection legislation for 100 year old buildings.