

Personal Data Record Form**Profile****FOR PUBLIC INFORMATION**

All appointments to City Boards and Commissions are made by the City Council through the Executive Secretary for Boards and Commissions. **APPLICANTS MAY ONLY APPLY FOR ONE VACANCY AT A TIME.** Please complete this application in its entirety. Your application will be forwarded to the City Council. Fill in all applicable blanks on the form. Incomplete applications will not be forwarded to City Council. All applicants are encouraged to contact the Council members and introduce themselves.

New Applicant or Current Member☒ New Applicant

Melissa

First Name

Hodge

Last Name

Email Address

Date of Birth**Place of Birth****Home Address**

Street Address

Suite or Apt

City

State

22314

Postal Code

Primary Phone

Alternate Phone

United House of Prayer

Employer

Business and Real Estate
Services Administrator

Job Title

Applicants may only apply for **ONE** board/commission/committee at a time.

Which Boards would you like to apply for?

Real Estate Assessments Review Board: Submitted

Type of Position/Role

Citizen

Demographics

Do you currently live in the City of Alexandria?

☒ Yes ☐ No

If yes, how long?

2 years

Have you ever attended a meeting of the Board or Commission for which you are applying?

☐ Yes ☒ No

Have you ever served the City of Alexandria in any capacity?

☐ Yes ☒ No

If yes, please explain

Question applies to Board of Architectural Review

Have you been a resident of the City of Alexandria for at least one year?

☒ Yes ☐ No

Question applies to Board of Architectural Review

List any additional relevant historic preservation-related experience (past board membership, work on historic buildings or surveys, preservation related volunteering, National Register nominations or grant writing, etc.).

Active licensed realtor

Question applies to Real Estate Assessments Review Board

Do you own real property in the City of Alexandria?

☐ Yes ☒ No

Interests & Experiences

Statement of Interest/Why You Should Be Appointed

I have a vested interest in real estate and know the importance of maintaining our historic properties.

Melissa Hodge

Are you currently a member of a City Board, Commission, Committee or Authority?

☐ Yes ☒ No

If yes, please list the board:

How many terms have you served on this board?

If you have served more than two consecutive terms on this board, please state the specific qualifications you possess which merit consideration for continued service:

Have you applied for a position on a City Board, Commission, Committee or Authority in the last six months?

☐ Yes ☒ No

If yes, please state the names of the boards for which you have applied

[Upload a Resume](#)

Are you now paid by the City of Alexandria?

☐ Yes ☒ No

If yes, please state your department, job title, and describe your duties:

Do any of your immediate relatives or business associates now serve the City of Alexandria in any capacity?

☐ Yes ☒ No

If yes, please explain:

Attendance Requirements: Sec. 2-4-7 of the City Code requires appointees to attend at least 75% of the yearly committee meetings. Absences may be excused because of personal illness or serious illness of members of the immediate family, death of a family member, unscheduled business trips and emergency work assignments only. All other absences are recorded as unexcused. In light of the aforementioned statement, will you be able to attend at least 75% of the regular meetings of the board which you may be appointed?

☒ Yes ☐ No

If applicable, will you comply with the provisions of the City's conflict of interest requirements in City Ordinance 2867?

☒ Yes ☐ No

EDUCATIONAL BACKGROUND (Please list certificates, diplomas, degrees, seminars, etc.):

Associates in Computer Science Licensed Real Estate Agent

SUMMARY OF WORK AND PRACTICAL EXPERIENCE (Please list titles and duties for the past five years):

Applications Support Business and Real Estate Administrator Real Estate Agent

REFERENCES (Please list names and addresses of four references that you have contacted and support your application).

[Redacted]

Non-Discrimination Data Supplemental Questions

By submitting this application electronically, I hereby certify that all information contained herein is true and complete and that the transaction will be subject to the Virginia Uniform Electronic Transactions Act..

SUBMISSION OF THIS PAGE IS VOLUNTARY

Confidential - NOT FOR PUBLIC INFORMATION

Non-Discrimination Data Supplemental Questions For Applications to City Boards, Commissions, and Committees

Completion of this section is **VOLUNTARY**. When completed, the section is separated and redacted from your application prior to the application's submission to City Council. **COUNCIL AND STAFF DO NOT USE THIS FORM IN DETERMINING APPOINTMENTS.** Information provided in this section is treated confidentially and the information is forwarded to the Alexandria Office on Human Rights for compilation of statistics. One responsibility of the Human Rights Commission (HRC) is to track whether the diversity in our City's population is reflected in appointments made to boards, commissions, committees and authorities; the HRC does this using only data supplied on this form. The HRC reports statistics only to Council.

The HRC's main role is to ensure discrimination does not occur in our city based on race, color, sex, religion, ancestry, national origin, marital status, familial status, age, sexual orientation or disability with respect to housing, employment, public accommodations, health and social services, education, credit or city contracts.

Date of Application

[Redacted]

Ethnicity

Gender

Sexual Orientation

For what Board, Commission, Committee, or Authority are you applying?

Do you live in the City of Alexandria?

Do you have Disability?

If yes, briefly describe the disability?

How did you learn of the vacancy for which your applying?

Personal Data Record Form

Profile

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New Applicant or Current Member

☒ Current Member

Anne Rector
First Name Last Name

[Redacted]
Email Address

Date of Birth
[Redacted]

Place of Birth
[Redacted]

Home Address
[Redacted] [Redacted]
Street Address Suite or Apt
[Redacted] [Redacted] 22314
City State Postal Code

[Redacted] [Redacted]
Primary Phone Alternate Phone

Rector Best Property Management President
Employer Job Title

Applicants may only apply for ONE board/commission/committee at a time.

Which Boards would you like to apply for?

Real Estate Assessments Review Board: Submitted

Type of Position/Role

Member of Real Estate Assessment Review Board

Demographics

Do you currently live in the City of Alexandria?

☒ Yes ☐ No

If yes, how long?

50 plus years

Have you ever attended a meeting of the Board or Commission for which you are applying?

☒ Yes ☐ No

Have you ever served the City of Alexandria in any capacity?

☒ Yes ☐ No

If yes, please explain

I am currently a member of this Board

Question applies to Real Estate Assessments Review Board

Do you own real property in the City of Alexandria?

☒ Yes ☐ No

Interests & Experiences

Statement of Interest/Why You Should Be Appointed

I have been active in Alexandria real estate for over 45 years. I have owned and managed real estate companies here; owned and currently own real estate here; have experience buying and selling and managing real estate here. I started my own real estate company, Rector Associates, here in Old Town in 1981, which had 45 agents. I joined with Long & Foster in 2002 as manager and Vice President to open up the Old Town Historic office at 400 King St. When I retired from Long & Foster in 2012, the office had over 230 agents..

Are you currently a member of a City Board, Commission, Committee or Authority?

☒ Yes ☐ No

If yes, please list the board:

Real Estate Assessment Review Board

Anne Rector

How many terms have you served on this board?

2 or 3

If you have served more than two consecutive terms on this board, please state the specific qualifications you possess which merit consideration for continued service:

I bring to the Board my years of Alexandria real estate knowledge and experience and now also bring the experience I have gotten from serving on the Board. I have been the Board's secretary for the last few years and have enjoyed being precise and accurate with my recording of the minutes.

Have you applied for a position on a City Board, Commission, Committee or Authority in the last six months?

☐ Yes ☒ No

If yes, please state the names of the boards for which you have applied

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Are you now paid by the City of Alexandria?

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☒ Yes ☐ No

If applicable, will you comply with the provisions of the City's conflict of interest requirements in City Ordinance 2867?

☒ Yes ☐ No

EDUCATIONAL BACKGROUND (Please list certificates, diplomas, degrees, seminars, etc.):

BA from Salem College, Winston Salem, NC in Mathematics Licensed Virginia real estate broker

SUMMARY OF WORK AND PRACTICAL EXPERIENCE (Please list titles and duties for the past five years):

President, Rector Best Property Management, Ltd. Management of properties, primarily residential, some commercial, some apartment buildings, all located in Northern Virginia; the vast majority in the city of Alexandria. Many prior years of experience as a salesperson and sales manager in the city of Alexandria.

REFERENCES (Please list names and addresses of four references that you have contacted and support your application).

[Redacted]

Non-Discrimination Data Supplemental Questions

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