

**RESOLUTION NO. 3011**

**WHEREAS**, the Virginia Freedom of Information Act (Va. Code §§ 2.2-3700, et seq.) (FOIA) generally provides that the City Council cannot conduct electronic meetings; and

**WHEREAS**, Section 2.2-3708.2 of FOIA provides that individual members of City Council may fully participate in meetings electronically if any such member meets the criteria of the code and the City Council has adopted an Electronic Participation Policy; and

**WHEREAS**, on November 24, 2015 the Alexandria City Council adopted an Electronic Meeting Policy which has been in effect since that time; and

**WHEREAS**, the General Assembly adopted an update to Section 2.2-3708.2 that allows additional authority for electronic meetings; and

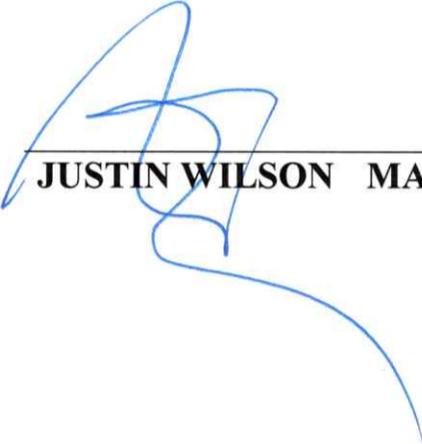
**WHEREAS**, City Council would now like to update its policy to reflect these changes and clarify some of the language in the current policy.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ALEXANDRIA, VIRGINIA**

1. That the attached City of Alexandria City Council Electronic Participation Policy is hereby adopted pursuant to Va. Code § 2.2-3708.2.

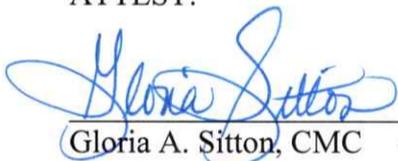
2. That this resolution shall become effective on July 1, 2021.

Adopted: June 22, 2021



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**JUSTIN WILSON MAYOR**

ATTEST:



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Gloria A. Sitton, CMC City Clerk

City of Alexandria City Council  
Electronic Participation Policy

The following policy is established for members' remote electronic participation in City Council meetings due to:

1. A personal matter
  - a. On or before the day of a meeting, the member shall notify the Mayor that the member is unable to attend the meeting due to a personal matter. The member must identify with specificity the nature of the personal matter.
  - b. A quorum of the City Council must be physically assembled at the primary or central meeting location.
  - c. The Mayor may approve or disapprove the request for electronic participation. If the absent member's remote participation is disapproved because such participation would violate this policy, the basis for the disapproval shall be recorded in the minutes. The decision shall be based solely on the criteria in this policy, without regard to the identity of the member or matters that will be considered or voted on during the meeting. If the remote participation is denied by the Mayor, the absent member may request a vote on the matter by the City Council.
  - d. The Clerk shall record the specific nature of the personal matter and the remote location from which the absent member participated in the City Council's minutes.
  - e. Participation by the absent member due to a personal matter shall be limited in each calendar year to: (1) two (2) meetings or (2) 25% of the meetings held rounded up to the next whole number, whichever is greater, of the City Council.
2. A member's temporary or permanent disability or other medical condition or a family member's medical condition that requires the member to provide care for such family members, thereby preventing the member's physical attendance
  - a. On or before the day of a meeting, the member shall notify the Mayor that the member is unable to attend the meeting due to the member's temporary or permanent disability or other medical condition that prevents his or her physical attendance or a family member's medical condition that requires the member to provide care for such family members, thereby preventing the member's physical attendance.
  - b. A quorum of the City Council must be physically assembled at the primary or central meeting location.
  - c. The Clerk shall record the fact of the member's disability or other medical condition or a family member's medical condition that requires the member to provide care for such family members, thereby preventing the member's physical attendance, and the remote location from which the absent member participated in the City Council's minutes.
3. For any remote participation, the Clerk shall make arrangements for the voice of the absent member or members to be heard by all persons in attendance at the meeting location.