

Dear Mayor Wilson and Members of City Council:

We, the boards of the Civic Associations listed below, would like to formally request that City Council change the procedures for posting nominations to city boards and commissions as part of the City Council process for selecting members to these city bodies. The change we propose would align with the City's current Strategic Plan under the fourth thematic area entitled, "A Well- Managed Government." This document states that the city government is "accountable and transparent." We believe that the recommendation we are making will serve to make our city government more transparent to all residents.

In addition, we note that the Virginia Code section 2.2-3707(F) states that, "unless exempt, all materials furnished to members of a public body for a meeting shall be made available for public inspection at the same time such documents are furnished to the members of the public body." We are concerned that the city is not fully compliant with this section of the Code for board and commission applications.

As you know, each applicant for a board or commission fills out a Personal Data Record Form, which serves as the formal application for an appointment by Council. At the top of this form, it states very clearly: "For Public Information." The form asks a series of required questions, including a statement of interest/why you should be appointed, your educational background, a summary of your work and practical experience, and your references. Even when Council members do not personally know the applicant, they can use the answers to these questions to assess the applicant's qualifications.

When the Council docket is made public for the first legislative meeting of each month when the board appointments are made, interested residents can click on the posted vacancy, but the public can only see the names of those applying for the position. The application itself is not made public. Therefore, the public is unable able to read the applications to learn about the nominees and possibly ask Council members to support a nominee that they believe would be the best representative.

We are sensitive to privacy concerns regarding the protection of personal information, and could support redacting the exact address, email, and phone number of applicants in information made available to the public. But we do question what privacy concerns keep information regarding experience, interest, and qualifications of applicants from public view, when the form clearly states "For Public Information." If an applicant's address is not released as public information, we would like to be informed about which area of the city an applicant resides, e.g. Seminary Hill, North Ridge, Rosemont, Del Ray, Old Town, etc., to help ensure fair geographic representation on boards and commissions.

We also want to be clear that we are not asking that the confidential "Non-Discrimination Data Supplemental Questions" be made public.

City boards and commissions play an important role in recommending policy to the city, and our associations want to ensure that all residents have access to information about the prospective members of such bodies.

We respectfully request that Council ask city staff to make appropriate changes to the posting of board and commission applications, so the city's process is consistent with Virginia Code

and can be much more open and transparent to all. Thank you for your consideration of our proposal.

The Boards of Directors of:

Brookville-Seminary Valley Civic Association
Cameron Station Civic Association
Clover College Park Civic Association
North Ridge Citizens' Association
Rosemont Citizens Association
Seminary Civic Association
Seminary Hill Association
Seminary Ridge Civic Association
Seminary West Civic Association
Strawberry Run Civic Association
Wakefield-Tarleton Civic Association