



City of Alexandria

City Council Chambers at
Del Pepper Community
Resource Center
4850 Mark Center Drive
Alexandria, VA 22311

Legislation Text

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City of Alexandria, Virginia

MEMORANDUM

DATE: MARCH 5, 2014

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: RASHAD M. YOUNG, CITY MANAGER/s/

DOCKET TITLE:

Consideration of the Annual Committee Attendance Report for Fiscal Year 2013.

ISSUE: Receipt of the Annual Report on Committee Attendance for Fiscal Year 2013.

RECOMMENDATION: That City Council: (1) receive the report (Attachment 1); (2) vacate the three positions listed on page one of the report; and (3) authorize the City Clerk and Clerk of Council to advertise the vacancies.

DISCUSSION: Section 2-4-7(i) of the City Code requires appointees to committees to attend at least 75 percent of the meetings of the committee on which they serve. There are 56 City boards, committees, commissions and task forces that are required to file annual attendance reports with the Executive Secretary for Boards and Commissions by July 15 of each year.

This report summarizes attendance reports from 47 (five more than the last year) of the 56 City boards, committees and commissions. The nine committees that have not submitted the attendance reports are listed on pages three and four of the attachment. One of the groups, the USS Alexandria Liaison Committee did not meet during the reporting period, and there were no activities with the submarine's crew. Another group, the Economic Development Partnership Board of Directors staff believes that they are not covered by this requirement and did not submit a report. When all seven of the remaining committee reports are received, staff will docket a supplemental attendance report for Council's consideration.

The 47 City boards, committees, and commissions included in this report held 418 meetings. Two of the 47 groups listed members (a total of three persons) who did not attend 75 percent of the group's meetings (14 less than last year). The names of the persons removed for failure to comply with the attendance requirements are listed on page one of the attached report. Each of the persons has been notified by letter of their attendance

record. These persons may reapply for reappointment with other new applicants when the positions are advertised by the City Clerk.

FISCAL IMPACT: None.

ATTACHMENT:

Attachment 1 - Attendance Report for Fiscal Year 2013.

STAFF:

Rose Williams Boyd, Executive Secretary for Boards and Commissions