



City of Alexandria

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

Legislation Text

File #: 19-1848, Version: 3

City of Alexandria, Virginia

MEMORANDUM

DATE: MARCH 7, 2019

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: GLORIA SITTON, CITY CLERK AND CLERK OF COUNCIL /s/

DOCKET TITLE:

Request to vacate positions on Boards and Commissions.

ISSUE: Request to vacate positions on Children, Youth, and Families Collaborative Commission (CYFCC) and on the Local Emergency Planning Committee.

RECOMMENDATION: That City Council vacate a position on CYFCC for a member who is a high school student (1 year term) and a position on the Local Emergency Planning Committee for a representative for broadcast/print media, both due to lack of attendance and request that the Executive Secretary for Boards and Commissions re-advertise the positions as vacancies.

DISCUSSION: Members of boards, commissions, and committees are required to attend at least 75% of scheduled meetings. Failure to meet the requirement can lead to a recommendation to vacate the position and re-advertise it as a vacancy. Attachment 1 is documentation of the failure to meet attendance requirements for both of the recommended positions.

ATTACHMENTS:

Attachment 1: Supporting documentation for vacation requests

STAFF:

Gloria Sitton, City Clerk and Clerk of Council/Executive Secretary for Boards and Commissions