



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 7, 2019

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

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

DOCKET TITLE:

Consideration of establishing a Boards and Commissions Review/Audit Committee.

ISSUE: Perform a comprehensive review of City of Alexandria Boards, Commissions, and Committees.

RECOMMENDATION: That City Council establish a committee to review and audit City Boards, Commissions, and Committees. The composition of the group should consist of the following members:

- City Clerk and Clerk of Council (Executive Secretary for Boards and Commissions)
- City Attorney Representative (Assistant City Attorney)
- 1 Staff Liaison to a City Board
- 2 Members of City Council (to be appointed by the Mayor)

BACKGROUND: In 2008, Council established a committee to review the City's general requirements for appointments to boards, commissions, and committees, term limits, and to determine whether efficiencies could be achieved by combining groups with similar goals and missions and sunseting others whose mission were accomplished. The group was also charged with reviewing the residency requirement for applicants. The group presented Council with nine recommendations (see attachment 1).

In November 2018, Council requested that the City Clerk make recommendations on how to comprehensively review City boards, commissions and committees for any necessary changes.

DISCUSSION:

The Committee will meet hold 3-4 meetings (dates to be determined) and return to City Council will recommendations any modifications and changes to boards, commissions, and committees. Possible topics for review by the committee include board/commission viability, applications (formatting and questions to capture the information Council needs for making appointments), board management and relations to City staff, and

attendance.

ATTACHMENTS:

Attachment 1: Docket memo from June 2008

STAFF:

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