



## Legislation Details (With Text)

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## City of Alexandria, Virginia

### MEMORANDUM

**DATE:** JULY 17, 2019  
**TO:** THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL  
**FROM:** MARK B. JINKS, CITY MANAGER /s/

**DOCKET TITLE:**  
Confirmation of Electronic Participation by a City Council Member.

**ISSUE:** Electronic Participation.

**RECOMMENDATION:** That City Council confirm that the participation in Council's July 22 meeting by Vice Mayor Elizabeth Bennett-Parker via electronic participation is consistent with Council's adopted policy on electronic participation.

**BACKGROUND:** The Code of Virginia Freedom of Information Act laws allow electronic participation by local governing body members in meetings but only after a governing body has adopted an Electronic Participation Policy. City Council adopted an Electronic Participation Policy on November 24, 2015.

In accordance with this policy, there must be a quorum without the missing member, the member must tell the Mayor at least a day before the meeting and state the reason they are missing the meeting with specificity (which can be a personal reason and does not need to be an emergency), and the Council must vote on whether they think the members electronic participation meets the policy at the meeting at which he/she is participating

electronically. All of this, including the reason needs to be recorded in the minutes of the meeting and accommodation needs to be made by the Clerk for the absent Council Members voice to be heard at the meeting. A member can only participate electronically twice a year.

Vice Mayor Elizabeth Bennett-Parker's previously planned vacation conflicted with this Special Meeting of Council and she has informed the Mayor as is required by the adopted Council policy.

**FISCAL IMPACT:** None.

**ATTACHMENTS:** None.

**STAFF:**

Joanna Anderson, City Attorney