

City of Alexandria, Virginia

MEMORANDUM

DATE: JANUARY 27, 2012

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: RASHAD M. YOUNG, CITY MANAGER *RM*

SUBJECT: REQUEST TO VACATE A POSITION ON THE ALEXANDRIA
COMMISSION ON PERSONS WITH DISABILITIES

ISSUE: Request from the Chair of the Alexandria Commission on Persons with Disabilities to vacate one of the citizen positions on the Commission (Attachment).

RECOMMENDATION: That City Council declare as vacant one of the citizen positions on the Alexandria Commission on Persons with Disabilities and authorize the City Clerk to advertise the vacancy.

DISCUSSION: Section 2-4-7(i)(1) of the City Code requires all board and commission members to attend at least 75 percent of the yearly meetings of the groups on which they serve, and authorizes City Council to vacate any position if Council determines that a member has missed a sufficient number of meetings such that the 75 percent attendance requirement cannot be met.

The Alexandria Commission on Persons with Disabilities will meet 11 times this fiscal year. Chuck Benagh, Chair of the Commission, has requested that Akberet Habte be removed from the Commission because Ms. Habte has four unexcused absences and will be unable to meet the 75 percent attendance requirement. Since Ms. Habte has not responded to the letter sent by Mr. Benagh, I recommend that Council vacate the position and authorize the City Clerk to advertise the vacancy.

FISCAL IMPACT: None.

ATTACHMENT: January 6, 2012 letter from Chuck Benagh to Akberet Habte

STAFF: Rose Williams Boyd, Executive Secretary for Boards and Commissions



Alexandria Commission on Persons with Disabilities

Chuck Benagh, Chair
703.746.3148 Voice

Office of Human Rights
421 King Street, Suite 400
Alexandria, Virginia 22314

711 Virginia Relay
703.838.4976 Fax

January 6, 2012

Akberet Habte
418 N Armistead St #101
Alexandria, Virginia 22312

Dear Akberet,

With this letter I am asking Rose Williams Boyd, Executive Secretary of Boards and Commissions, to begin the process of declaring your seat on the Alexandria Commission on Persons with Disabilities (ACPD) as vacant.

This fiscal year you have four unexcused absences, City Code requires that members of boards and commissions attend at least 75% of the meetings unless those absences are excused.

Since you have missed a sufficient number of meetings whereby the 75% attendance requirement cannot be met, I will ask City Council to declare the position vacant and make an appointment to fill the vacancy for the remainder of your term.

I hope you understand why we are taking this action. If there has been any misunderstanding or special circumstances that have prevented you from being able to attend ACPD's regular monthly meeting, please let me know.

Sincerely,

A handwritten signature in black ink, appearing to read "C Benagh".

Chuck Benagh, Chair

cc: Rose Williams Boyd, Executive Secretary of Boards and Commissions
Jean Kelleher Niebauer, Director, Office of Human Rights
Mike Hatfield, ADA Program Manager, Office of Human Rights