

**Minutes of
The City Council Subcommittee
for the
Subcommittee to Review Standing Committees
Wednesday, April 9, 2025
6 P.M.
Alexandria City Hall, Sister Cities Room 1101**

Subcommittee Member Present:

Attendees:

Alyia Gaskins, Mayor	Jim Parajon, City Manager
Abdel Elnoubi, City Councilman	Alethea Predeoux, Deputy City Manager
R. Kirk McPike, City Councilman	David Lanier, Office of the City Attorney
Gloria Sittton, City Clerk	Katherine Key, Office of Performance Analytics
	Mark McHugh, Management Analyst

Item No.	Agenda Item	Discussion/Follow Up/Action	Lead(s)
I.	Call to Order	The meeting was called to order at 6 P.M.	Mayor Alyia Gaskins
II.	Review and Acceptance of Minutes		
		Mayor Gaskins introduced a motion, seconded by Councilman McPike, to approve the minutes of the previous (March 27 th) meeting. The vote to approve them passed.	Mayor Gaskins Councilman McPike Councilman Elnoubi
III.	Overview and Review of Previous Meeting		
		A summary of the subcommittee's previous meeting on March 27 th was presented.	DCM Predeoux
IV.	Identify Potential Standing Committee Topics		

	PowerPoint Presentation	Goals and Objectives There was discussion on how to better meet the subcommittee's goals and objectives; improved decision-making, enhanced community engagement, increased transparency and accountability were viewed as effective approaches.	DCM Predeoux Mayor Gaskins Councilman McPike City Manager Jim Parajon Asst. City Attorney David Lanier
		<i>Addendum: Councilman McPike presented a graphic chart</i> <i>Addendum: City Clerk Gloria Sitton presented a graphic chart</i> Councilman McPike submitted a chart to the meeting, visualizing a 'budget approach' to generating the standing committee structure. City Clerk Gloria Sitton submitted a chart detailing all the City's Boards & Commissions	Councilman McPike Katherine Key City Clerk Gloria Sitton
		Proposed Standing Committee Structure Seven components were presented to address the standing committee structure: committee composition, public participation, committee selection and size, authority and responsibilities, meeting cadence, and required documents.	DCM Predeoux
		Standing Committee Topics, Options 1 and 2 There was group consensus that the standing committees would focus on issues germane to Boards & Commissions; it was agreed to subdivide the topics under the following	Mayor Gaskins Councilman Elnoubi Councilman McPike DCM Predeoux City Clerk Gloria Sitton

		<p>umbrella categories as subcommittee topics:</p> <p>Land Use & Housing; Business, Workforce and Economic Development; Parks, Culture & Engagement; Public Health & Safety, Quality of Life; and Transportation & Climate.</p>	
V.		<p>Proposed Legislative Process for Legislative Review</p> <p>A flow chart as a suggested proposed legislative process was presented, whereby the legislative process would originate from participation by representatives from Staff, City Council, and Boards & Commissions; final recommendations would be brought to the City Manager and City Council.</p>	<p>Mayor Gaskins Councilman McPike City Manager Jim Parajon DCM Predeoux Katherine Key</p>
		<p>Role of Liaisons from Boards & Commissions</p> <p>Potential roles for liaisons were discussed, to include the possibilities of: full participation in meetings, providing input at requested public hearings, providing input at designated times of the meetings, making presentations to the committee, and assisting in setting the annual agenda.</p>	<p>Mayor Gaskins Councilman McPike Councilman Elnoubi DCM Predeoux</p>
		<p>Timeline</p> <p>A timeline highlighting goals and accomplishments, from February 2025 to January 2026, was presented. Topics for select months and meetings therein were discussed. It was requested that the Office of the City Attorney provide input in establishing timeline structure.</p>	<p>Mayor Gaskins DCM Predeoux City Clerk Gloria Sitton David Lanier</p>

		<p>Engagement Plan Options</p> <p>It was proposed that there would be a messaging package sent to the subcommittee by May 2025. Stakeholders include: boards and commissions, City staff, subcommittees, residents and civic associations. Examples of engagement venues were cited, but not limited to: town halls and public meetings, City Council meetings, social media, mailings, and newsletters.</p> <p>The Mayor suggested that the Subcommittee devotes additional time to the Engagement Plan Options at the next meeting, in May. It was requested that the Office of the City Attorney provide input relevant to the processing of required documents.</p>	<p>Mayor Gaskins Councilman Elnoubi Councilman McPike DCM Predeoux David Lanier</p>
VI.	Discussion		
		<p>The Mayor, Councilman Elnoubi and Councilman McPike established that the next meeting will be May 7th at 6 p.m., at City Hall.</p>	<p>Mayor Gaskins Councilman Elnoubi Councilman McPike</p>
VII.	Adjourn		
		<p>Mayor Gaskins adjourned the meeting at 7:33 P.M.</p>	<p>Mayor Gaskins</p>