



City of Alexandria

Subcommittee to Review Standing Committees

City Council Subcommittee Meeting

November 17, 2025



Agenda



1. Review and Approve Minutes from the Last Meeting
2. Recap and Overview May Meeting
3. Community and City Council Feedback
4. Proposed Standing Committee Process Discussion
5. Communications Plan
6. Next Steps and Discussion



Summary

Decision Points:

- Standing Committees Process Updates
- Communications Plan

Proposals for Discussion:

- City Council Feedback
- Subcommittee to Review Standing Committee Timeline



Background

- **On December 14, 2024, City Council established the Subcommittee to Review Standing Committees.**
- **The purpose of the subcommittee includes:**
 - Research and evaluation the use of standing committees
 - Determining if/how standing committees could strengthen City governance
 - Clarification of roles & responsibilities of subcommittees, boards and commissions
 - Recommendation to City Council regarding City governance

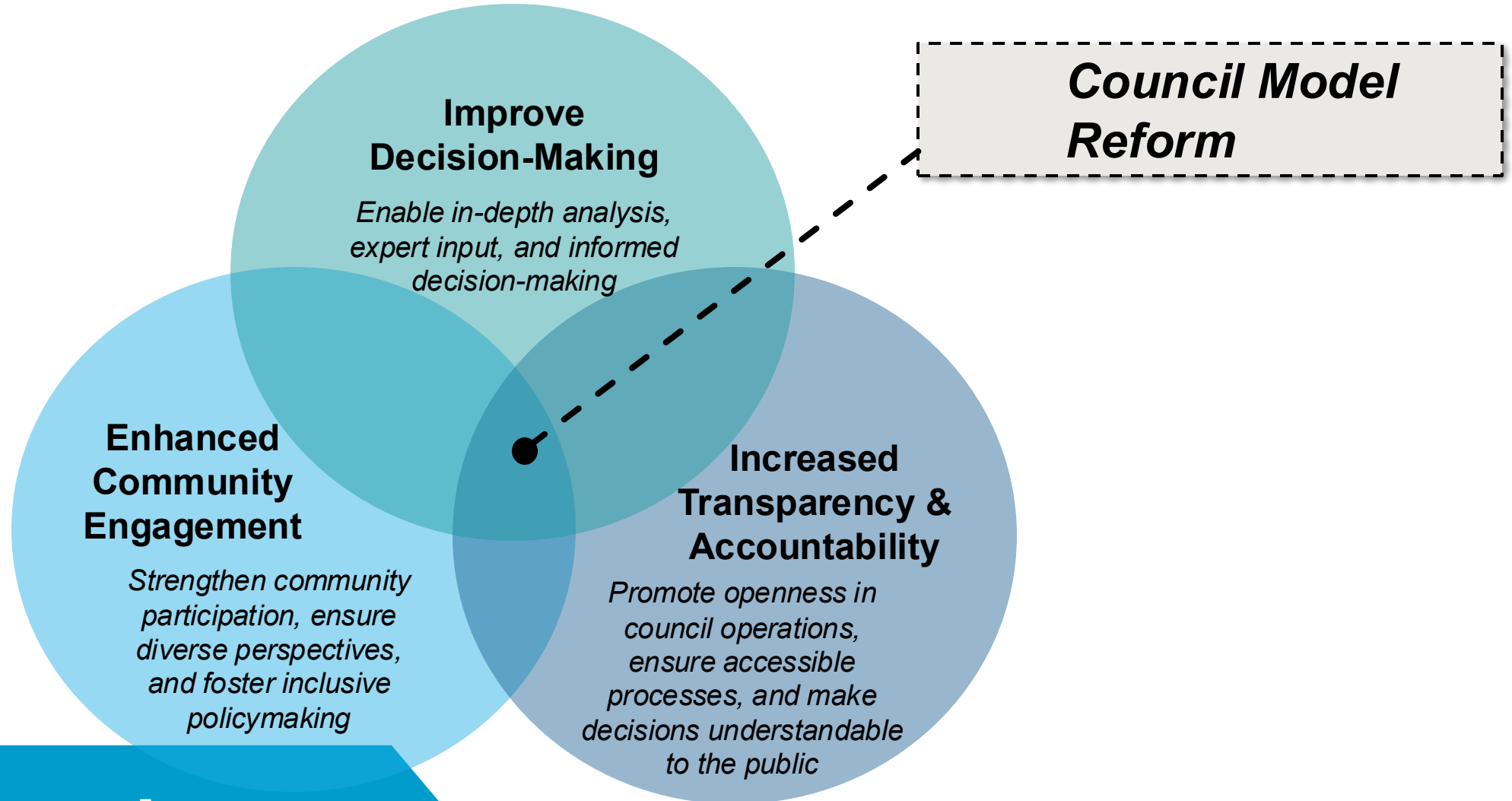


Standing Committee Definition

The **Standing Committee Model** is a governance structure where city councils have **permanent** standing committees established to **address specific ongoing areas of responsibility** or policy, ensuring **consistent work and decision-making** in those areas over time.



Goals and Objectives

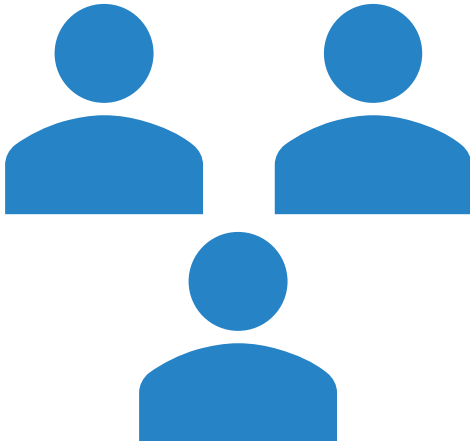


Background



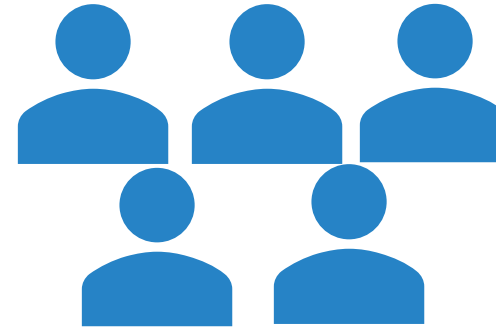
Proposed Committee Composition

Voting Members



3 councilmembers
per standing
committee

Non-Voting Members



1 Representative
from each Board or
Commission related
to standing
committee

Recommendation



Proposed Committee Topics

**Business,
Workforce, &
Economic
Development**

**Budget &
Administration**

**Transportation,
Infrastructure, &
Climate**

Public Safety

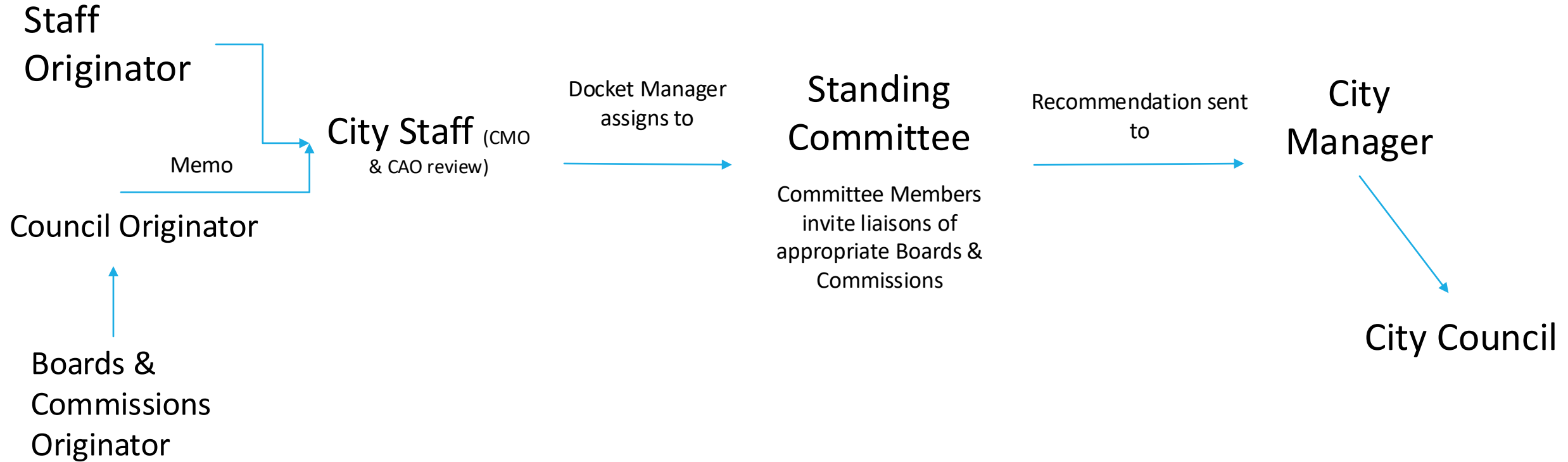
**Public Health &
Quality of Life**

**Land Use, Housing,
& Planning**

**Parks, Culture, &
Engagement**



Proposed Legislative Process



Background



Community and City Council Feedback

- **City Council Input and Feedback**
 - ▶ Efficiency and timeliness
 - ▶ Transparency
 - ▶ Community and City Council input
 - ▶ Staff authority and capacity

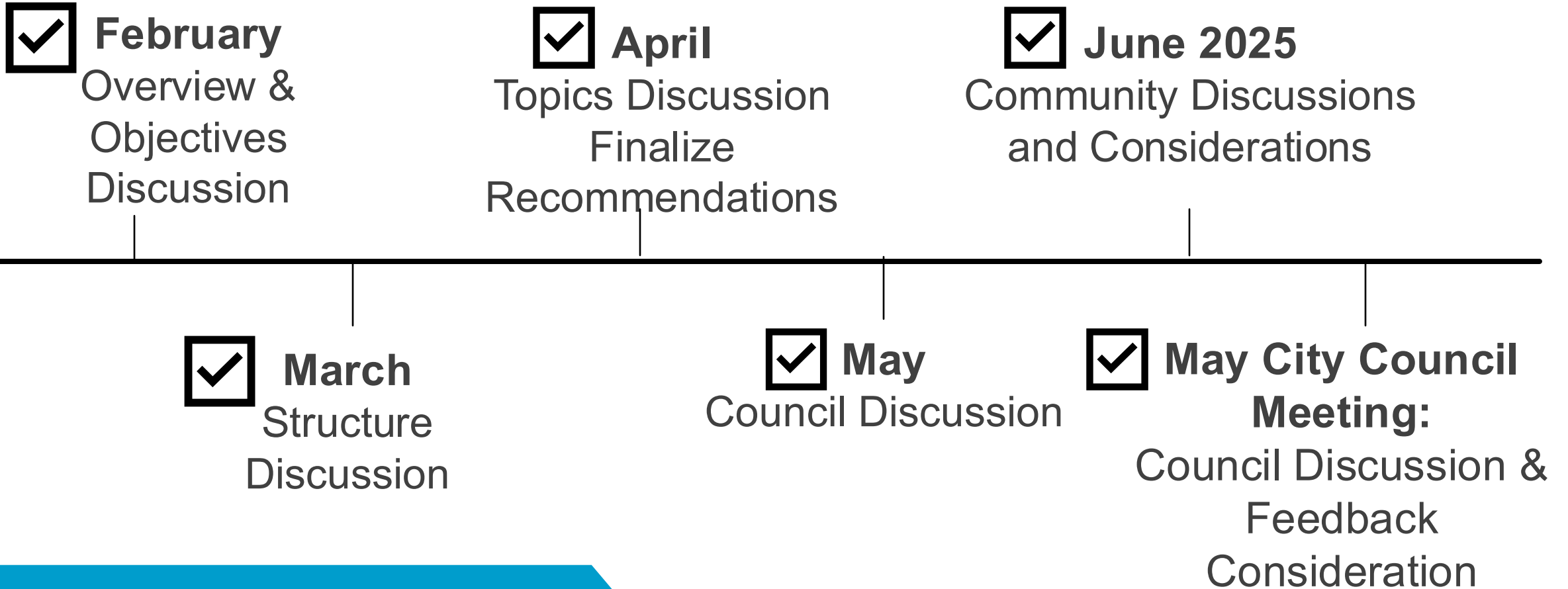


Proposed Standing Committee Process Mapping





FY 2025 Timeline





Draft FY 2026 Timeline

September-November

Continued refinement of standing committee structure and operations

January/February

City Council meeting presentation
Community communication and engagement with civic associations
Communication with boards and commissions

May

Standing Committee Webpage Launch
Council & Staff Trainings

December

Finalize standing committee structure and operations

March/April

City Council meeting presentation
Continued community engagement



July

Convene Standing Committees



Draft Communications Plan

Purpose and Background:

- Inform the public of potential updates to the City governance structure
- Explain the goal of considering a Standing Committee Model
 - ▶ Strengthen Decision-making
 - ▶ Enhance Community Engagement
 - ▶ Increase Transparency and Accountability
- Share the work of the Subcommittee to Review Standing Committees

Implementation



Engagement and Communication

- **Stakeholders**

- ▶ Boards & Commissions
- ▶ City Staff
- ▶ Subcommittees
- ▶ Residents
- ▶ Civic Associations

- **Engagement Mediums**

- ▶ Council Meetings
- ▶ Social Media and Video
- ▶ Website



Communication Goals

Build Public Trust and Engagement

Promote Awareness & Understanding
of City Governance

Facilitate Engagement

***"New Committees. Same
Commitment. Stronger
Connection."***

***"Building on Progress—
Together."***

***"Modernized Committees.
Stronger Community. Brighter
Future."***



Next Steps and Questions?





Required Governance Documents

Legally Required

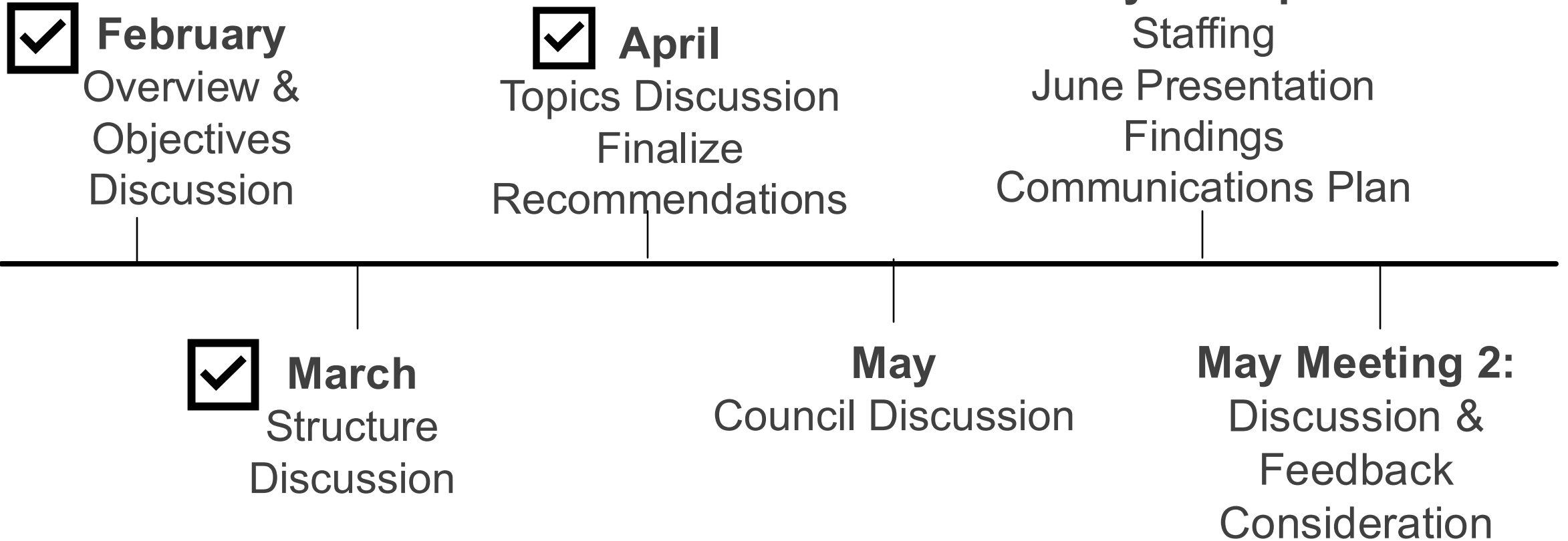
- ▶ Bylaws
- ▶ Minutes
- ▶ Publicly Posted Agenda

Additional Options

- ▶ Proposed Annual Agenda
- ▶ Annual Report
- ▶ Annual Budget
- ▶ Minutes



Timeline





Timeline

June

Standing Committee Webpage Launch
Communication with Civic Associations
Communication with Boards and Commissions
Council/Staff Training
Presentation to Full Council

October/November

Present Recommendation to City Council

January

Select Committees;
Council & Staff Trainings

July - September

Community Engagement (civic meetings, boards and commissions)
Creation of Public Communication Materials

End of November

City Council Votes on Ordinance(s)



February

Convene Standing Committees



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Authority & Responsibilities

Legislative Gatekeeping

Proposed legislation must be reviewed by the appropriate standing committee

Conduct Legislative Review

Committees can review and draft legislation for council vote

Call Public Hearings

Members of the public can be called to comment on and provide their expertise on issues

Make Policy Recommendations

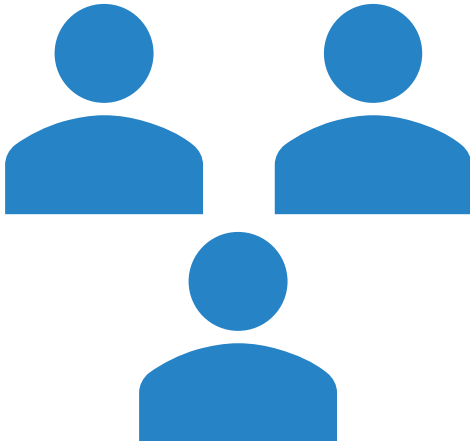
Can advise the rest of council on key legislative matters

Recommendation



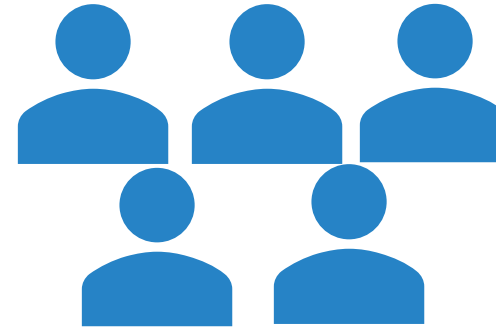
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Next Steps

