

CITY CODE PROVISIONS APPLICABLE TO ALL BOARDS AND COMMISSIONS

Sec. 2-3. - Limitation on terms of members of boards and commissions; application for appointment of such members.

- (a) Any person appointed to a board or commission of the city shall be limited to:
- (1) Eight (8) consecutive one-year terms.
 - (2) Four (4) consecutive two-year terms.
 - (3) Three (3) consecutive three-year terms.
 - (4) Two (2) consecutive four-year terms.
 - (5) Two (2) consecutive five-year terms.

The council shall limit its selections to those persons who have submitted applications on forms approved by the council and on file with the city clerk. Each member of the council may review the applications fifteen (15) days prior to the appointment.

- (b) Notwithstanding the provisions of subsection (a) above, city council may, by an affirmative vote of a majority of all of the councilmembers, reappoint a person to an additional term beyond that permitted by subsection (a) when, by virtue of the unique qualifications of the position or other extenuating circumstances, doing so would serve the best interests of the city.
- (c) Term limits shall not apply to appointees of the board of building code appeals. The members of each division of the board of building code appeals shall serve at the pleasure of city council.

(Ord. No. 1036, 5-5-80; Ord. No. 1086, 9-8-80; Ord. No. 3158, 1-11-11; Ord. No. 3520, 10-3-17)

Sec. 2-3.1. - Boards and commissions generally.

- (a) Except as otherwise provided by law, attendance records shall be kept at each meeting of every board and commission of the city, or other council-appointed agency, which records shall be provided to the city council through the city clerk's office at least forty-five (45) days prior to the scheduled term expiration date for the members of each such board, commission or agency. No member of any such board, commission or agency shall accumulate an annual total of more than three (3) absences, or be absent from more than one-fourth of the total number of meetings held by such board, commission or agency within a given calendar year, for reasons other than personal illness, the illness or death of a relative, or other circumstances beyond the member's control. If this limitation is exceeded, the chairperson of such board, commission or agency shall forthwith report to the city clerk the name of the member whose unexcused absences exceed the number allowed herein. The

city clerk shall then notify such member in writing, with a copy of such notification to the members of the city council, that due to unexcused absences in excess of the number allowed herein, his or her term of membership on the board, commission or agency has terminated.

- (b) Notwithstanding the provisions of subsection (a), and except as otherwise provided by law, all members of boards and commissions of the city, and other council-appointed agencies, shall serve at the pleasure of the city council.

(Ord. No. 2258, 1-25-94)

CODE OF THE CITY OF VIRGINIA BEACH, VIRGINIA ARTICLE XXVI - HUMAN RIGHTS COMMISSION

Sec. 2-459. - Commission established; composition; appointment and terms of members; etc.

- (a) There is hereby created the City of Virginia Beach Human Rights Commission which shall consist of nineteen (19) members.
- (b) The members of the commission shall be appointed by the city council for a term of three (3) years, provided, however, that two (2) members shall be high school students (a junior and a senior), whose terms shall expire upon their graduation from high school. The commission shall elect, from its members, a chairperson, a vice-chairperson, and such other officers as the commission may deem appropriate.
- (c) Attendance records shall be kept at each meeting of the commission, and an annual report of attendance shall be submitted to city council through the city clerk's office. No member shall accumulate an annual total of more than three (3) absences (not to exceed one-fourth of the total number of meetings) for reasons other than personal illness, death or other unusual circumstances. If this limitation is exceeded, the chairperson shall report to the city clerk the name of the commission member whose unexcused absences exceed the number set forth herein. The city clerk shall then notify in writing, with copies to the city council, the commission member that, due to absences in excess of the number allowed herein, their term of membership on the commission terminated. Thereafter, the city clerk shall forward the vacancy to the city council for appointment of a new commission member.
- (d) Notwithstanding the provisions of subsections (b) and (c), all members of the commission shall serve at the pleasure of city council.
- (e) Members of the commission shall serve without compensation, but funds may be appropriated in the annual budget for reasonable and necessary expenses to be incurred by the commission in the conduct of its prescribed functions.

(Ord. No. 2088, 8-6-91; Ord. No. 2477, 3-3-98; Ord. No. 3125, 4-27-10; Ord. No. 3355, 6-17-14; Ord. No. 3460, 8-16-16)

Sec. 2-460. - Staff assistance; recordation of minutes.

- (a) The director of human resources or his or her designee shall serve in an advisory capacity to the commission and among other duties, shall assist the chairman of the commission in the preparation of meeting agendas.
- (b) The city shall provide the commission sufficient staff support to perform clerical and administrative duties for the commission, and record the minutes of commission meetings.

(Ord. No. 2088, 8-6-91; Ord. No 2477, 3-3-98)

Sec. 2-461. - Duties, powers and function.

The commission shall serve as an advisory agency to the city council and shall be vested with the following duties, powers and functions:

- (a) To institute, conduct, and engage in educational and informational programs for the promotion of mutual understanding and respect among citizens, and the fulfillment of human rights.
- (b) To serve as a forum for the discussion of human rights issues, and to conduct studies and propose solutions for the improvement of human relations in the city.
- (c) To provide assistance to persons who believe their rights have been violated by identifying the appropriate federal, state or local agency to address the complaint and referring such persons to that agency.
- (d) To provide city council and the city manager an annual written report of the commission's activities on or before June 30th of each year.
- (e) To adopt rules and procedures for the conduct of its affairs.

(Ord. No. 2088, 8-6-91; Ord. No. 3355, 6-17-14)