

*City of Alexandria, Virginia*

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MEMORANDUM

DATE: APRIL 11, 2005

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: JAMES K. HARTMANN, CITY MANAGER 

SUBJECT: BUDGET MEMO #32: ON-LINE SUBMISSION OF APPLICATIONS FOR CITY BOARDS AND COMMISSIONS – REVISED

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This memorandum is in response to Councilman Krupicka and Councilman Smedberg's question concerning putting applications for City boards and commissions on the City's internet site.

For several years, citizens have been able to download the application for appointment to City Boards and Commissions, complete the form on paper, and return it to the City. The Office of Citizen Assistance is working with Information Technology Services to enable citizens to submit their applications online, should they wish to do so.

The Office of Citizen Assistance estimates that in approximately one month, the website will be set up so that residents will be able to submit on-line applications for appointment by City Council to boards and commissions.