

**ORDINANCE NO. 1913**

**AN ORDINANCE to amend and reordain Section 17A-8, Chapter 17A of The Code of the City of Alexandria, Virginia, 1963, as amended; which Chapter 17A relates to HOUSING AVAILABILITY, and which Section 17A-8 relates to SAME - ORGANIZATION; MEETINGS; SECRETARY; THE BOARD SHALL ELECT ITS CHAIRMAN FROM ITS MEMBERSHIP.**

THE CITY COUNCIL OF ALEXANDRIA HEREBY ORDAINS:

Section 1. That Section 17A-8, Chapter 17A of The Code of the City of Alexandria, Virginia, 1963, as amended, be and the same hereby is amended and reordained to read as follows:

Sec. 17A-8. Same - Organization; meetings; secretary; the board shall elect its chairman from its membership.

All members of the board shall be entitled to vote and the decisions of the board shall be determined by a majority vote of the members present. A quorum of three members present is required before the board may take official action; except that four members shall constitute a quorum for a hearing held pursuant to Section 17A-14 of this Chapter. A member present but not voting shall be considered in counting a quorum. When voting on any question the determination may be made by secret ballot but no proxy shall be allowed at any time. All meetings of the board shall be open to the public and a full and impartial hearing shall be granted on all matters. Insofar as reasonably possible, all hearings shall be informal and free from technical rules of law and evidence. The secretary to the board shall cause minutes of its proceedings kept and all findings, decisions, and orders to be reduced to writing and entered as a matter of public record in the office of the secretary. In matters concerning the procedure for meetings not covered by this chapter, the board may establish its own rules; provided these are not contrary to the mandate or spirit of this chapter. The board shall render each year to the city manager a written report of its activities under the provisions of this chapter along with such comments and recommendations as it may choose to make.

Section 2. That this ordinance shall be published in a newspaper of general circulation published in the city not later than five days following its introduction together with a notice containing the time and place for a public hearing. The clerk of the council shall note the date of introduction and first reading, the date of publication, the date of the public hearing, and the date of the second reading and final passage in the minutes of the meeting. This ordinance shall become effective the date of its final passage.

CHARLES E. BEATLEY, JR.  
Mayor

FINAL PASSAGE: DECEMBER 26, 1973