

INTRODUCED: May 11, 2026

AN ORDINANCE No. 2026-116

To amend ch. 2, art. V of the City Code by adding therein a new div. 23, consisting of §§ 2-1202.15—2-1202.18, for the purpose of establishing the Sister Cities Commission, and to repeal Res. No. 91-R180-207, adopted Jul. 22, 1991, and all amendatory resolutions thereto.

Patron – Ms. Jones and Mayor Avula

Approved as to form and legality
by the City Attorney

PUBLIC HEARING: JUN 8 2026 AT 6 P.M.

WHEREAS, the Sister Cities Commission has served as an advisory body to the City on matters of sister city affiliations since its formation by Resolution No. 91-R180-207, adopted July 22, 1991; and

WHEREAS, despite the Sister Cities Commission’s longtime performance of such function, the Council has not previously elected to describe the form and function of the Sister Cities Commission in the Code of the City of Richmond; and

WHEREAS, the Council recognizes the critical role the Sister Cities Commission plays in providing guidance and support to foster understanding, tolerance, and broader perspectives of the

AYES: 9 NOES: 0 ABSTAIN:

ADOPTED: JUN 8 2026 REJECTED: STRICKEN:

citizens of each affiliated community in matters of culture, science, industry, and economy, thereby promoting social progress within the sister city, and enhancing the standards of living and judgment of the people of both cities; and

WHEREAS, to facilitate the continued work of the Sister Cities Commission in accordance with section 2-796 of the Code of the City of Richmond (2020), as amended, the Council now desires to codify the function and duties of the Sister Cities Commission in the Code of the City of Richmond;

NOW, THEREFORE,

THE CITY OF RICHMOND HEREBY ORDAINS:

§ 1. That Chapter 2, Article V of the Code of the City of Richmond (2020) be and is hereby amended and reordained by **adding therein a new division** numbered 23, consisting of sections numbered 2-1202.15 through 2-1202.18, as follows:

DIVISION 23

SISTER CITIES COMMISSION

Sec. 2-1202.15. Creation and purpose.

There is hereby created a commission of the City of Richmond with indefinite duration to be known as the Sister Cities Commission for the purpose of (i) developing and fostering a sister city affiliation and program through the auspices of Sister Cities International or other qualified organizations and (ii) advising the Council and Mayor on methods of strengthening the City's cultural ties with its sister cities and diverse initiatives to promote the City's priorities in education, the arts, sports, and economic development initiatives, both locally and internationally.

Sec. 2-1202.16. Composition; terms of office; membership generally.

(a) *Composition.* The Commission shall be composed of 13 members, subject to the conditions set forth in this section, as follows:

(1) The Council shall appoint eleven members, at least one of which shall be a member of Council.

(2) The Mayor shall appoint two members.

(3) Members shall be residents of or have their principal place of employment in the City of Richmond, with demonstrated expertise in international diplomacy, education, sports, the arts, science, the environment, economic development, event coordination, or public institutions.

(4) For the avoidance of doubt, the current membership of the Commission established by Resolution No. 91-R180-207, adopted July 22, 1991, shall continue upon adoption of this ordinance. The terms of office of the current members shall expire according to the terms of their respective appointments.

(b) *Terms of office.* The members shall be appointed for a term of three years and no person appointed shall be eligible to serve more than two successive terms; provided, however, that persons appointed to fill an unexpired term may serve two additional successive terms.

(c) *Membership generally.* All other aspects of the Commission and its membership not addressed in this division shall be governed by Article V, Division 1 of this Chapter 2.

Sec. 2-1202.17. Duties.

The Commission shall be classified as advisory for purposes of Section 2-773. The Commission shall be charged with strengthening the ties between the City of Richmond and any sister city or cities, making Richmond's assets more widely known through sister city affiliation,

and developing diverse initiatives to promote the City’s priorities in education, the arts, sports, and economic development initiatives.

Sec. 2-1202.18. Administration.

(a) *Quorum.* A majority of the members of the Commission shall constitute a quorum.

(b) *Officers.* The Commission shall elect from among members a Chair and Vice-Chair by vote of a majority of the entire Commission. The term of each officer shall expire one year from the date of election to the respective position. An officer shall be eligible for reelection each year until their term on the Commission expires.

(c) *Meetings.* The Commission shall meet on a regular basis, with additional meetings as needed.

(d) *Reporting.* The Commission shall provide to the Council and the Mayor, by no later than December 31 of each year, a written report on the Commission’s activities and accomplishments for the preceding year.

(e) *Freedom of Information.* The Commission shall keep minutes of its meetings in accordance with the requirements of the Virginia Freedom of Information Act (hereinafter referred to as “the Act”).

(f) *Records.* All records shall be maintained as provided in section 2-798 of the Code of the City of Richmond (2020), as amended, and subject to public disclosure as provided in the Act.

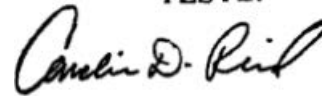
(g) *Procedures.* The Commission may adopt rules of procedure or bylaws, approved as to form and legality by the City Attorney and not inconsistent with this division or other applicable law, to govern the conduct of its meetings and affairs.

(h) *Staff and Resources.* The Council Chief of Staff shall assign one or more employees to provide the necessary support for the Commission, subject to the appropriation of sufficient funds therefor. It is estimated that the annual operating costs for the Commission will be approximately \$0, including 20 staff hours;

§ 2. That upon the moment that this ordinance is effective, Resolution No. 91-R180-207, adopted July 22, 1991, and all amendatory resolutions thereto are hereby repealed.

§ 3. This ordinance shall be in force and effect upon adoption.

A TRUE COPY:
TESTE:

A handwritten signature in black ink, appearing to read "Amelia D. Reed".

City Clerk