

Policy Briefing Summary

City Council



Regarding:	Ordinance to amend City Code Chapter 19, Article III, Section 19-57 to update city manager representation on the Retirement Plan Commission
Staff Contact(s):	John Maddux, City Attorney
Presenter:	John Maddux, City Attorney
Date of Proposed Action:	March 16, 2026

Issue

City Council is asked to adopt an ordinance amending City Code § 19-57 to allow the City Manager to appoint a Deputy City Manager or other designee to serve on the Retirement Plan Commission.

Background / Rule

Section 19-57 of the City Code establishes the Retirement Plan Commission, which is responsible for administering the City's retirement-related plans, including the supplemental retirement plan, defined contribution plan, and deferred compensation plan.

Under the current code provision, the City Manager serves as a member of the Commission. Because the Commission's work often involves administrative, financial, and personnel matters that are handled by senior staff within the City Manager's Office, participation by a designated representative may be more practical in many circumstances.

Analysis

The proposed ordinance replaces the City Manager's designated seat on the Retirement Plan Commission with a Deputy City Manager or other designee appointed by the City Manager.

The amendment allows the City Manager to designate the most appropriate senior staff member to participate in Commission meetings, ensure continued representation from the City Manager's Office, and provide administrative flexibility without altering the responsibilities or authority of the Commission.

Financial Impact

None

Recommendation

Staff recommends that City Council adopt the proposed ordinance.

Recommended Motion (if Applicable)

I move that City Council adopt the ordinance amending Section 19-57 of the Code of the City of Charlottesville to revise the composition of the Retirement Plan Commission to allow the City Manager to appoint a Deputy City Manager or other designee to serve on the Commission.

Optional: I further move that City Council waive the requirement for a second reading of this ordinance and that it take effect immediately upon adoption.

Attachments

1. Ordinance Amendment 19-57