



# TOWN OF FAIRFAX

## STAFF REPORT

### April 3, 2019

**TO:** Mayor and Town Council

**FROM:** Michele Gardner, Assistant to the Town Manager *MG*

**SUBJECT:** Approve the establishment of a Citizen of the Year Award

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Continued from the 1/23/19, 2/06/19 and 3/06/19 meetings

#### **RECOMMENDATION**

Approve the establishment of the Citizen of the Year Award with the process suggested by Mayor Coler.

#### **DISCUSSION**

Mayor Coler would like the Town Council to establish a Citizen of the Year Award. This item has been continued from the regular agenda of three consecutive meetings. Per Council policy, after three meetings, an item is placed on the consent calendar for approval.

As background, the Town Council presented a Citizen of the Year Award annually from 1992 through 1997. The process involved a subcommittee consisting of the Mayor and Vice Mayor, and nomination guidelines. A plaque with the recipients' names engraved upon it still hangs in the Women's Club.

For the nomination award process, Mayor Coler has suggested the Fairfax Parks and Recreation Commission (PARC) create a simple nomination packet no later than their June meeting. They would issue a request for nominations and receive nominations for the award. The nomination period would be open for one month. After reviewing the nominations, PARC would recommend 3 nominees to a Council subcommittee comprised of the Mayor and Vice Mayor, who would select one of the three nominees as Citizen of the Year. The award would be presented at the September or October Council meeting.

#### **FISCAL IMPACT**

None

#### **ATTACHMENT**

None