

REPORT TO THE CITY COUNCIL



DATE: June 2, 2020

TITLE: A Resolution of the City Council Amending the Meeting Guidelines and Procedures Policy Regarding Appointments to City Boards and Commissions

Prepared by: Gary Gardner, Council Member
Jan Pye, Council Member

RECOMMENDATION

The City Council Policies and Procedures Subcommittee (Council Members Gardner and Pye) recommend that the City Council adopt a Resolution of the City Council amending the Meeting and Guidelines and Procedures Policy regarding appointments to City Boards and Commissions.

BACKGROUND

On May 19, 2020, the Mayor directed the Subcommittee to bring forth proposed changes to the Council Policies and Procedures regarding appointments to City boards and commissions, in order to give council members time to review proposed appointees prior to voting to confirm or deny them an appointment.

The proposed policy does the following three things:

- Requires the council member making the appointment to notify the City Clerk of the name of their proposed appointment in time for the name to appear on the public agenda for the council meeting at which time action is to be taken.
- Requires the City Clerk to include all the applications received for the appointment in addition to the application from the proposed appointee in the agenda packet.
- Requires the proposed appointee to be present at the council meeting where the appointment is to be confirmed to answer questions from the City Council, if any.

The Subcommittee believes this will provide both the council members who are voting to affirm or deny an appointment the opportunity to become familiar with the proposed appointee, as well as give the public the opportunity to comment on proposed appointments before the City Council.

The Subcommittee recommends adoption of the proposed changes to the Meeting Guidelines and Procedures Policy.

FISCAL IMPACT

None.

EXHIBITS:

- 1) Resolution
- 2) Meeting Guidelines and Procedures Policy