



To: City Council

Agenda Item #: IV. M.

From: Karen M. Kurt

Action

Discussion

Date: August 19, 2014

Information

Subject: Ordinance Amending Chapter 2 of the Edina City Code Concerning Boards and Commissions

Action Requested:

Amend Chapter 2 of the Edina City Code concerning boards and commissions to clarify attendance requirements.

Information / Background:

The proposed change clarifies that the board and commission attendance policy applies to students. This change was discussed at the July 16 Council meeting. New board and commission student members are being made aware of the policy during their orientation. Reappointed student commissioners who do not attend orientation will be notified via email.

ORDINANCE NO. 2014-12
AN ORDINANCE AMENDING CHAPTER 2 OF THE EDINA CITY CODE
CONCERNING BOARDS AND COMMISSIONS

THE CITY OF EDINA ORDAINS:

Section 1. Section 2-86 of the Edina City Code is amended to read as follows:

Sec. 2-86. Attendance requirements.

(a) *Purpose.* To assist boards and commissions in fulfilling their purposes and duties and to ensure that they are not prevented from doing so by the repeated absence of their members, the Council hereby establishes an attendance policy for members serving on boards and commissions.

(b) *Removal.* Any member of a board or commission established by the Council shall be deemed to have resigned as a member of the board or commission **under the following circumstances:**

(1) **The member including student members fail to attend three (3) consecutive regular meetings, or members including student members of the planning commission four (4) consecutive regular meetings.**

(2) **The member including student members fails to attend at least seventy-five percent (75%) of the scheduled meetings in any calendar year, whether regular or joint work sessions with the Council and student members who fail to attend at least seventy-five percent (75%) of the scheduled meetings between September and December.**

(c) *Exceptions.*

(1) The requirements of this subsection shall not apply to attendance at special meetings, or of meetings of committees or subcommittees, including committees of the whole, established by a board or commission pursuant to Section 2-82.

(2) The requirements of this subsection shall not apply to members of the Housing and Redevelopment Authority of the City, the East Edina Housing Foundation or the City Council.

(d) *Annual review.* The Council shall conduct an annual review of the attendance of members of boards and commissions established by the Council.

(e) *Vacancies.* The successor to any member of a board or commission who has been removed pursuant to this subsection shall be appointed pursuant to Section 2-81.

Deleted: who fails to attend three consecutive regular meetings, or in the case of members of the planning commission, four consecutive regular meetings, or who fails to attend at least 75 percent of the scheduled meetings in any calendar year, whether regular or joint work sessions with the council, shall be deemed to have resigned as a member of the board or commission.

Section 2. This ordinance is effective immediately upon its passage and publication.

Ordinance No. 2014-12

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First Reading: August 4, 2014

Second Reading: Waived

Published: August 14, 2014

Attest

Debra A. Mangen, City Clerk

James B. Hovland, Mayor