



# City of Olathe

## COUNCIL AGENDA ITEM

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**MEETING DATE:** 3/5/2019

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**DEPARTMENT:** Legal

**STAFF CONTACT:** Ron Shaver / Chris Grunewald / Liz Ruback

**SUBJECT:** Consideration of Resolution No. 19-1023 adopting the City's Policy on Boards, Commissions, and Committees of the City Council.

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**ITEM DESCRIPTION:**

Consideration of Resolution No. 19-1023 adopting the City's Policy on Boards, Commissions, and Committees of the City Council

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**SUMMARY:**

The City's current policy on boards, commissions, and committees of the City Council was adopted in 1999. Staff has reviewed the policy and is recommending minor updates to bring the policy in line with current practices. The key changes being proposed by staff are:

- clarify that the policy applies to all types of boards, commissions, and committees regardless of whether the body has decision-making authority;
- add language making appointments effective immediately unless City Council directs otherwise;
- update language regarding new member training to allow more flexibility;
- clarify that City staff may serve as an ex-officio member or ex-officio non-member staff liaison, and will in all cases be non-voting; and
- move the attendance provisions into a separate section.

Staff also made several other minor clarifications and formatting changes.

A report on the proposed changes was presented to City Council at the December 4, 2018 Council Meeting.

Based on feedback from a Councilmember on the December 4 report, staff made two minor changes. On page 5, staff clarified the contents of the annual reports which each board must submit for City Council review. On page 6, staff deleted the language stating that business commitments could not be a valid excuse for missing a board meeting.

Attached is the resolution with additions highlighted in blue and revisions highlighted in red.

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**FINANCIAL IMPACT:**

None.

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**ACTION NEEDED:**

Approve Resolution No. 19-1023 adopting the City Council's Policy on Boards, Commission, and Committees.

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**ATTACHMENT(S):**

A: Resolution No. 19-1023 adopting the City Council's Policy on Boards, Commission, and Committees Policy