



1.09 COUNCIL ~~LIAISON AND EX-OFFICIO~~ ~~MEMBER REPRESENTATION ON BOARDS AND~~ ~~COMMISSIONS~~ POLICY

CITY COUNCIL

Enabling Legislation: R2024-048

Date Adopted: 05/21/24

Revised: **01/06/26**

PURPOSE

The purpose of this policy is to establish guidelines for members of the City Council appointed as ~~Council Liaisons or Ex-Officio~~ members to a ~~City~~city or partner board, ~~or commission, or committee, or other organization, board or commission within the City or County.~~

POLICY

City Council Members ~~are sometimes~~can be appointed ~~as members as City Council liaisons or Ex-Officio members of City Boards and Commissions or to other organizations, boards or commissions within the City or County to City and/or partner board(s), commission(s), or committee(s).~~ ~~Where discussions are being held with an organization, board or commission to which the Mayor or a City Council Member has been appointed as the City Council liaison or ex-officio, the City Mayor and Council Member will be kept informed of policy level discussions.~~

~~When specifically identified Board and Commission policy level discussions are being conducted by the City Council, the appropriate Board/Commission should be informed and the Chairs and Vice Chairs invited by the staff liaison to attend the Council meeting to observe or alternatively to watch the meeting virtually to further align and better coordinate the work of the City.~~

~~Unless otherwise provided by~~Per charter, ~~sState law statute,~~ cCity Ccode, ordinance, enabling ~~resolution legislation or other other law agreements,~~ some boards, commissions, and committees require one or more City Councilors to be members of the board, commission, or committee. Those members will serve as voting or non-voting members, as required. For other boards, commissions, and committees, the City Council will decide annually, prior to the main appointment process, which of those boards, commissions, and committees a representative of the City Council will serve on, if any, and what their role will be. ~~the City Council liaison attends the meeting to facilitate a close working relationship but is not a formal member of the~~



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~~board.~~

Where discussions are being held with an organization, board, commission, or committee to which the Mayor or a City Council member has been appointed as a representative or member, the Mayor and Councilor(s) will be kept informed of any policy level discussions.

When specifically identified board, commission, and/or committee policy level discussions are being conducted by the City Council, the appropriate board, commission, or committee should be informed by the relevant staff member(s).

~~An ex-officio City Councilor shall be a non-voting fully participating member unless otherwise provided by the appointment, ordinance or other law.~~

~~Insofar as practical, City boards and commissions shall be governed by the 1.06 Northfield Board and Commission Rules of Business unless they adopt other rules of procedure which shall be approved by the City Council.~~