

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 board or commission or other organization, board or commission within the City or County.

POLICY

City Council Members are sometimes appointed 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. 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 ~~or~~ Council Member will be kept informed of policy level ~~these~~ 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 will be 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 charter, State law, City Code, ordinance, enabling resolution or other law, the City Council liaison attends the meeting to facilitate a close working relationship but is not a formal member of the board.

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 Northfield Board and Commission Rules of Business unless they adopt other rules of procedure which shall be approved by the City Council.