

BILL NO. 25

ORDINANCE NO. _____

AN ORDINANCE AMENDING CHAPTER 2, ARTICLE 3 OF THE CODE OF ORDINANCES ADOPTING AN ATTENDANCE POLICY FOR THE CITY'S BOARDS, COMMITTEES, AND COMMISSIONS AND AMENDING CHAPTER 19 RELATING TO THE PARK AND RECREATION COMMISSION.

BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF SUNSET HILLS, ST. LOUIS COUNTY, MISSOURI, AS FOLLOWS:

Section 1. Chapter 2, Art. III. – “Officers,” Sec. 2-50. – “Nomination procedure for term appointment” of the Code of Ordinances is hereby amended by adding [text] and deleting [text] the following text:

“Sec. 2-50. – Nomination procedure ~~for term appointment~~; attendance”

- (a) The city clerk shall notify the mayor and all members of the board of aldermen of the expiration of any term of a member of any board, committee, or commission. Such notification shall be provided at least sixty (60) days prior to the expiration of the term but not earlier than ninety (90) days prior to the expiration of such term. Within the same time limits, the city clerk shall post a public notice at city hall and on the city's website.
- (b) Upon such notification, the mayor and all members of the board of aldermen may submit nominees together with a brief resume or description of such nominee to the city clerk. Nothing contained herein shall prohibit the mayor or a board of aldermen member from renominating an existing board member for reappointment to a board, committee, or commission unless the provisions of the code applicable to such board, committee, or commission prohibit successive terms.
- (c) All nominations should be submitted to the city clerk fifteen (15) days prior to the expiration of the term of office. Thereafter, the city clerk shall prepare a list of all nominees and such list shall be distributed to the mayor and board of aldermen for their consideration. Appointments to the board, committee, and commissions shall be made pursuant to the appointment procedure for each specific board, committee, and commission as laid out in this Code of Ordinances. ~~by appointment of the mayor with the consent of a majority of the board of aldermen.~~
- (d) Members of all appointed boards, commissions, and committees are required to attend at least two-thirds (2/3) of the respective board, commission, or committee meetings in a calendar year. Members may attend meetings in person, electronically via video conferencing software, or telephonically. The attendance of each member will be evaluated at the end of each calendar year. If any member failed to attend the required number of meetings, such absences shall constitute good cause for removal and the member shall be automatically removed at the end of the calendar year. The resulting vacancy shall be filled pursuant to this Code. Department heads or staff liaisons tasked with overseeing each board,

commission, and committee should inform all members of this attendance policy upon initial appointment. Department heads or staff liaisons should also keep track of member attendance and take reasonable steps to remind members of the attendance policy each time a member misses two (2) consecutive meetings.

Section 2. Chapter 19, Art. I. – “In General,” Sec. 19-2. “Park and recreation commission,” is hereby amended by deleting [text] the following text:

“Sec. 19-2. - Park and recreation commission.

[previous subsections unchanged]

~~(f) Absences. All members of the city park and recreation commission shall attend at least seven (7) meetings per calendar year. Failure to attend seven (7) meetings as set out above shall be just cause for removal from the commission after review and vote by the board of aldermen.~~

Section 3. This Ordinance shall be in full force and effect from and after its passage by the Board of Aldermen and its approval by the Mayor.

PASSED this _____ day of _____, 2022

MAYOR

APPROVED this _____ day of _____, 2022

MAYOR

ATTEST:

CITY CLERK/CITY ADMINISTRATOR