

TRANSITION PLAN

In order for Boards and Commissions to continue to conduct business and to serve City Council during a transition period, the following changes to City Code and procedures are recommended.

CHANGES TO CHAPTER 2-1 OF CITY CODE WOULD BE AS FOLLOWS:

- **DEFINITIONS (2-1-2) Board Transition Period defined as:**

January 6 - June 30, 2015.
- **BOARDS ESTABLISHED (2-1-3)**

All Boards, Commissions Joint Committees and Taskforces continue to operate in current form, including membership, for Transition Period.
- **SIZE AND APPOINTMENT (2-1-4)**

Mayor shall nominate members to fill any vacancies that might occur during Transition Period.
- **QUORUM AND ACTION (2-1-6)**

Majority of appointed Board members constitutes a Quorum.

Board action must be adopted by affirmative vote of majority of appointed members.
- **MEMBERSHIP TERM AND LIMITATIONS (2-1-22)**

As of January 5, 2015, all Board members serving shall continue to serve through June 30, 2015.

As of June 30, 2015, all Board members' terms shall expire.

- **TRAINING (2-1-23), VACANCY & HOLDOVER CAPACITY (2-1 27)**

City Clerk can grant an administrative waiver for training requirements, except for requirements by law, for any new Board member appointed during Transition Period.

- **OFFICERS AND COMMITTEES (2-1-42)**

Board chair and any additional officers serving as of January 5, 2015, shall continue to serve through June 30, 2015;

Committees in existence as of January 5, 2015, shall continue operation through June 30, 2015.

RECOMMENDED IMPLEMENTATION PROCEDURES:

- **APPLICATION PROCESS - For new terms to begin July 1, 2015, application period will begin January 6, 2015.**
- **DURING TRANSITION PERIOD, new Council will begin approval process of new members to begin serving July 1, 2015.**
- **DURING TRANSITION PERIOD, training of new members will begin.**

ADDITIONAL RECOMMENDATIONS:

- **NOTIFY current Board and Commission members of the Transition Period as soon as possible through:**

City Clerk and

City Council.

- **OBTAIN** commitment of current members to serve through June 30, 2015.
- **APPOINT** new members by City Council to any vacancies that might occur during Transition Period.
- **ENSURE** that each Board will have a quorum to operate and to conduct business.

DRAFT