



CITY OF LAKE FOREST PARK

CITY COUNCIL

AGENDA COVER SHEET

Meeting Date	April 27, 2023
Originating Department	City Clerk
Contact Person	Matt McLean, City Clerk
Title	Ordinance 23-1265/Amending Chapter 2.22, Volunteer Commission System, of the Lake Forest Park Municipal Code to allow alternates on Boards and Commissions

Legislative History

- First Presentation March 23, 2023 Regular Meeting
 - Second Presentation April 13, 2023 Regular Meeting
 - Third Presentation April 27, 2023 Regular Meeting
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Attachments:

1. Ordinance 23-1265
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Executive Summary

The attached ordinance would amend the city's Municipal Code to allow alternate members to be placed on Boards and Commissions to serve as voting members when an alternate is needed to fill a quorum and to become permanent members when vacancies occur.

Background

After Council discussion on March 23, staff redrafted the ordinance to add a new section to Chapter 2.22 LFPMC regarding alternative members that will apply to commissions listed in 2.22.030, task forces or committees created under 2.22.020(C), and voluntary boards created elsewhere (e.g., Library Advisory Committee).

The amendment to the Volunteer Commission System would allow the Mayor to appoint up to two alternates, with confirmation from the Council, who may fill in on a board, commission, or committee if a regular member is absent. Should there be a vacancy on the board, commission, or committee, the senior alternate would fill the remainder of the vacant member's term.

Fiscal & Policy Implications

The alternates would be used as voting members when there would not be a quorum present for a meeting. Otherwise, they would not be a voting member but would be expected to attend the meetings to stay informed and provide feedback during meetings. Alternatives would also fill vacancies as they occur.

Alternatives

<i>Options</i>	<i>Results</i>
• Approve the Ordinance	Allow up to two alternates on Boards and Commissions
• Disapprove the Ordinance	The Code will not be amended to provide for alternates

Staff Recommendation

Approve Ordinance 23-1265 to allow alternates on Boards and Commissions.