

**CITY OF CHESTERFIELD
POLICY STATEMENT**

CITY COUNCIL

No. 1

SUBJECT: MEMBERSHIP – NON-STATUTORY COMMITTEES

INDEX: CC

DATE ISSUED: 4/18/89

DATE 1/5/98

REVISED: 1/4/17

2/5/18

POLICY

Members on any of the various City non-statutory committees are appointed by the Mayor with the consent of both Councilmembers in whose ward the individual nominee resides. *Effective 8/1/2018, all new appointments to non-statutory committees, shall be for a term of three years from the date of the appointment, unless the individual appointment is specifically intended to fulfill an existing unexpired term.* In the event a current member is not reappointed upon the expiration of their term, the member will be removed from the committee membership.

Membership of all non-statutory committees shall be limited to seventeen members; four per ward and one “At Large”, unless otherwise noted.

Membership of all non-statutory committees may be supplemented by not more than two additional “Members Emeritus” to allow for continued participation of members who are no longer able to attend 50% of scheduled meetings or to allow for participation of individuals with special skills, knowledge, background, or experience. The minimum attendance requirements shall not apply to Members Emeritus, however Member Emeritus appointments shall be for a term of three years and shall be eligible for re-appointment as other members.

In the event a majority of the members of a Non-Statutory Committee vote to recommend the nomination of a Member Emeritus to their respective committee, said nomination will be forwarded to the respective Standing Committee of City Council for consideration. The Standing Committee of Council shall review, consider, and forward a recommendation to the full City Council who shall consider such Member Emeritus Appointment in the same manner as other member appointments.

Membership of the Chesterfield Historic and Landmark Preservation Committee (CHLPC) shall consist of six members per ward, plus six “At Large” members, plus up to fifteen total members to serve as “Member Emeritus” and “Ex-Officio”.

Due to the technical nature of the subject matter discussed and the need to maintain effectiveness, the composition of the Management Information Systems Citizens Advisory Committee shall be limited to a total of nine members – two per ward and one “At Large”.

An individual may concurrently serve on two non-statutory committees, or one statutory and one non-statutory committee; but not on two statutory committees.

Minutes

Individual non-statutory committees shall designate a member of the committee to take minutes.

Funding

There will be no formal program for funding for non-statutory committees, but each committee could submit requests for funding, to be evaluated on their own merit, to the appropriate Committee of Council.

RECOMMENDED BY:

Department Head/Director/Council Committee (if applicable)

Date

APPROVED BY:

City Administrator

Date

City Council (if applicable)

Date