

ORDINANCE NO.: 2021-02

AN ORDINANCE AMENDING SECTIONS 2-106 AND 2-107 AND CREATING A NEW SECTION 2-108 OF THE SIGNAL MOUNTAIN TOWN CODE.

WHEREAS, the Town Council of the Town of Signal Mountain wishes to clarify the role of Councilmember Liaisons to the various Boards, Committees and Commissions of the Town of Signal Mountain;

NOW THEREFORE BE IT ORDAINED BY THE TOWN COUNCIL OF SIGNAL MOUNTAIN, TENNESSEE, THAT:

SECTION 1. Section 2-106 and 2-107 of the Town Code shall be deleted and replaced with the following:

2-106. Staff and council support. Each board shall be provided staff support as needed as determined by the town manager and town council. The town council by majority vote shall appoint a councilmember as a liaison (“Councilmember liaison”) to each board to facilitate communication between the board and the council. The Councilmember liaison shall participate in the work of the board, as outlined in 2-107, but shall not be an official voting member of a board unless required by superior law, as in the case of the planning commission and in the case of the Library Board.

2-107. Duties and Expectations of a Councilmember Liaison.

- (a) Except as required by superior law, such as the case of the planning commission and in the case of the Library Board, a Councilmember liaison to a Board, Committee, or Commission (a “Board”) is not a member of the Board. Rather, the Councilmember’s role is to represent the full Council in providing guidance to the Board and to be a positive resource to support the Board in the completion of its work subject to the rules stated in sections (b) through (f) below.
- (b) A Councilmember liaison is a representative of the full Council and, as such, has no authority to provide any independent direction or guidance to the Board. The Councilmember liaison should only provide direction or guidance that clearly represents the direction or guidance of the full Council.
- (c) Generally, the Councilmember liaison shall not attempt to influence the work or recommendations of the Board. More specifically, the Councilmember liaison
 - (1) shall not take part in the Board’s deliberations unless the Councilmember determines that he or she must speak up in order to remind the Board of Council’s direction or guidance, Town policies, or laws including the Open Public Meetings Act and the Public Records Act; and
 - (2) shall not take part in any votes or decision-making of the Board.

However, the Councilmember liaison may participate in discussions with the Board during any time that the Board allows for citizens to address the Board so long as the Councilmember

liaison expressly states that she or he is speaking personally, as a citizen, and not for the entire Council.

- (d) The Councilmember liaison shall work to ensure that the Board is only taking actions or doing work that is within the scope of the Board's work as determined or approved by Council. The Councilmember liaison can do this by, for example, reminding the Board as needed of the scope of work that the Council set for the Board.
- (e) The Councilmember liaison shall bring to the Council any requests from the Board, such as the following:
 - (1) questions raised by the Board about the Board's scope of work;
 - (2) requests from the Board to change the Board's scope of work;
 - (3) requests for expenditures of Town resources to further the Board's work (money, staff time, or other resources); and
 - (4) requests from the Board to place an item on a Council meeting agenda.
- (f) The Councilmember liaison shall work to ensure that the Council is regularly updated on the work of the Board. To that end, the Councilmember liaison shall periodically provide a report on the Board's progress to the Council.

SECTION 2. Section 2-108 is hereby created and shall contain the language previously held in Section 2-107 as follows:

2-108. Vacancies and removals. In the event that a vacancy shall occur during the term of a member, his or her successor shall be appointed for the unexpired portion of the term by means of the appointment process (§ 2-102). Board members serve at the pleasure of the council. Members may be removed for cause. Cause shall include, but not be limited to, if a member:

- (1) Lacks at any time during the term of office any qualification for the office prescribed by the charter or by law.
- (2) Violates any expressed prohibition of the charter.
- (3) Is convicted of a state or federal felony, appeals notwithstanding.
- (4) Fails to stay current and participate in the work of the board.
- (5) Fails to attend seventy percent (70%) or more of meetings of the board.
- (6) If required for membership, fails to maintain a bona fide residence within the town for sixty (60) consecutive days.

SECTION 3. That this Ordinance shall become effective immediately from and after its passage as provided by law.

Passed First Reading: January 25, 2021

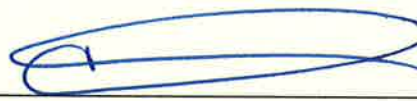
Passed Second Reading: March 8, 2021



Charles Poss, Mayor

3-8-21

Date



Recorder

3-8-21

Date