City Council Agenda Item Request
Submit to Clerk's Office
No later than 30 days before proposed Council meeting

1. **Date submitted to Clerk's Office:** May 9, 2025

2. **Primary contact person and Department requesting agenda item:** Maggie Burleson, City Clerk

3. **Requested Council meeting date:** June 10, 2025

4. **Subject:** Amendment to City of Asheville's Rules on Boards & Commissions

5. **Action Requested:** Resolution amending City of Asheville's Rules on Boards & Commissions

6. **Note if time sensitive, and why:** Would like to have this available for Management/Staff Liaison Training on June 12, 2025

7. **Potential fiscal impact(s) - if known by staff at time of request:** None

8. **Identify all vendor outreach for Minority & Women Owned Business Enterprises (MWBE).** N/A

9. **Identify all Boards, Commissions and Council Committees with tentative dates - add in the vote and recommendation from each Board:** Sent out prior to City Council for review on May 9, 2025

10. **Identify key issues:**
    - Throughout the years, the City of Asheville's Rules on Boards & Commissions have been amended.
    - The latest amendment to the City of Asheville's Rules on Boards & Commissions was adopted on September 13, 2022, via Resolution No. 22-204.
    - Since that time, City staff have recognized several discrepancies between State law, practice, and out-of-date material.
    - Major revisions to the Rules include:
        - Revision of Qualifications Section regarding the requirement for City residency for appointment to be amended so that City residents will be given preference to City-managed boards & commissions
        - Requirement for boards to submit annual work plan to be posted on City website by July 1 each year
        - Requirement that all boards adopt the Rules of Procedure provided as approved by the City Attorney's Office
        - Clarification on voting rules, including unexcused absences and nonvotes
        - Inclusion of the Ethics Policy within the City of Asheville's Rules on Boards & Commissions document
        - Removal of the Conflicts of Interest section, to now be contained within the Ethics Policy