

SUBJECT – BOARDS AND COMMISSIONS Membership and Removal	Number 110.1	Revised 2-18-02 9-22-08 3-23-09 8-27-12 8-26-13 6-10-19 8-05-20 05-08-23 01-08-23	Effective Date 8-4-86	Page 1 of 3
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I. MEMBERSHIP

- A. It shall be the policy of the City Council to allow an individual to serve on no more than two boards or commissions at a time; providing that one of the two Boards and Commissions meet on an “as needed” basis.
- B. Pursuant to City Code § 2-35(c), an appointee shall attend at least 75 percent of regularly scheduled meetings, special meetings, and other activities of the board or commission, such as special events and subcommittee meetings where applicable on an annual basis from the date of their appointment.
- C. Employees of the City of Fayetteville may only serve on a board or commission when specified by the City Council.
- D. An appointee shall comply with the City of Fayetteville’s Code of Ethics.

II. REMOVAL

- A. An appointee may be removed for any of the following:
 - 1. If an appointee does not comply with the attendance requirements.
 - 2. Fails to comply with the City of Fayetteville’s Code of Ethics.
 - 3. For cause. Cause as determined by the City Council may include, but is not limited to:
 - a. Deliberate or repeated discourteous treatment of the public or City employees.

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- b. Violation of the board or commission's bylaws, policies, or procedures.
- c. Any conduct prejudicial to the effective and efficient operation of the City or any of its departments.
- d. Misrepresentation in securing appointment or any change in status making appointee ineligible to serve.
- e. Engaging in conduct that could result in justified unfavorable criticism to the appointee or the City of Fayetteville.
- f. Violation of state or federal law.

III. PROCEDURE FOR REMOVAL

- A. If an appointee does not comply with such attendance, or fails to attend three (3) consecutive regularly scheduled meetings, then the appointee shall be automatically removed and not be appointed to any City board or commission within two years of their removal date. Cancelled meetings shall count as an attended meeting. The City Clerk shall notify the appointee and report to the City Council by letters if an appointee has been removed pursuant to this provision.
- B. If an appointee does not comply with the provisions of II.A.2 or II.A.3, a complaint may be filed with the City Clerk requesting removal of the appointee.
 - 1. The Appointment Committee shall hold a special meeting to consider the complaint and make a recommendation to the City Council.

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2. If the recommendation of the Appointment Committee is removal, the decision shall be submitted to the City Council for a final decision at its next regularly scheduled meeting.