

## **SEC. 2.40. BOARDS, COMMISSIONS AND COMMITTEES.**

Unless otherwise stated herein, all Boards and Commissions (hereinafter "Commissions") of the City of Two Harbors must meet the following requirements. Committees created by the city council or its president, and comprised solely of city council members, are not subject to the requirements of this section.

**Subd. 1. Membership.** The Commissions shall consist of seven (7) members, except as provided herein. Commission members shall be appointed with preference given to domiciled residents of the City of Two Harbors, followed by commercial business property owners in the City who are domiciled residents in the 55616 zip code. If no domiciled residents or commercial business property owners apply for vacant positions, domiciled residents in the 55616 zip code, as defined above, may be appointed. A majority of the members of every Commission must be domiciled residents of the City of Two Harbors.

"Domiciled residents" are defined as those having Lake County homestead tax status or who can provide other documentation of legal residence such as a driver's license, voter registration card or Minnesota identification card.

After posting and publication, the Clerk shall present all candidate applications to the City Council. The Council must review all candidate applications. Appointment of candidates nominated by a Council member must be by majority vote of the Council.

There will be only one City Councilor on each Commission. City Councilor Commission members have the right to vote and must be appointed by the President of the Council at the Council meeting held on the second Monday of January annually.

The Chairperson and Secretary of each Commission must be chosen from its membership annually to serve a one-year term. No Chairperson can be elected who has not completed one year as a member of the Commission.

Commission members, other than Council members, may be removed by a majority vote of the Council. The Council may remove any member, other than Council members, for good cause. For purposes of this section, "good cause" may include, but not be limited to, failure to regularly attend meetings, failure to be a homestead resident of the City, failure to be a commercial business property owner residing in the 55616 zip code, failure to reside in the 55616 zip code, or failure to abide by City policies, codes of conduct, ethical standards or failure to disclose conflicts of interest that exist or arise.

**Subd. 2. Terms.** Members of Commissions, except Council members, must be appointed in accordance with the terms of this Ordinance. Terms will expire at 11:59 p.m. on the second Monday of March of each year. All members are appointed for a three (3) year term.

When a member serves two (2) consecutive three (3) year terms, notice of the availability of the position held by such member must be posted and published in the local newspaper for two (2) consecutive weeks. If a suitable replacement candidate applies, the serving member cannot be re-appointed. If no suitable replacement candidate applies, the serving member may be re-appointed.

Any vacancy in a Commission, other than by a Council member, must be filled for the unexpired term by Council nomination and approval of a qualified candidate.

The term of an appointed City Councilor must continue until their successor is appointed by the Council President or their term as City Councilor expires.

All vacancies in Commission memberships must be posted on the City website for two (2) consecutive weeks prior to Council consideration to fill the vacancy.

Prior to taking office every member must take an oath affirming that they will faithfully discharge the duties of office and comply with all City policies, codes of conduct, ethical standards and disclose all conflicts of interest that exist or arise.