



CITY COUNCIL Study Session

July 8, 2024

6:00 PM, Council Chambers - 111 E. Maple Ave.

To view a Council meeting agenda, visit <https://independencemo.portal.civicclerk.com/> and select 'Most Recent Council Agenda'.

COUNCIL SPONSORED ITEMS

1. An Ordinance of the City Council of the City of Independence, Missouri to prohibit the operation of gaming machines not specifically authorized by State statute. *(Sponsored by Mayor Rowland)*

CITIZEN REQUESTS

1. Citizen Requests - Per Council Rules, Sec. 6.4 only "Council Sponsored Items" are eligible

PRESENTATIONS

1. Tourism Consultant Findings and Recommendations
2. Campaign Ethics Dos and Don'ts by Todd Smith
3. 24-739 A Resolution establishing standards for the recruitment and selection of board members, amending Resolution 6975

STAFF REPORTS

INFORMATION ONLY

1. **Please Note:** In accordance with RSMo. 610.021, the City Council may convene in an Executive Session during or after the meeting, in the Council Chambers and move to Conference Room D for the closed meeting, on matters of litigation, legal action, and/or attorney client communications, as permitted by Sec. 610.021(1), on matters

of personnel, as permitted by Sec. 610.021(3) and personnel records, as permitted by 610.021(13), on matters of contracts, as permitted by 610.021(12), on matters of real estate, as permitted by 610.021(2) and/or matters of labor negotiations, as permitted by 610.021(9).

BILL NO. _____
ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF INDEPENDENCE, MISSOURI, TO PROHIBIT THE OPERATION OF GAMING MACHINES NOT SPECIFICALLY AUTHORIZED BY STATE STATUTE

WHEREAS, the City Council of Independence, Missouri, is committed to protecting the public health, safety, and welfare of its residents; and

WHEREAS, the operation of gaming machines offering monetary prizes has been associated with negative impacts, including financial hardships and increased reliance on public assistance; and

WHEREAS, the State of Missouri has not specifically authorized certain types of gaming machines, leading to ambiguity and potential exploitation; and

WHEREAS, it is within the authority of the City Council to enact local ordinances to address issues not explicitly covered by state law.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF INDEPENDENCE, MISSOURI, AS FOLLOWS:

SECTION 1. Prohibition: The operation, installation, or maintenance of any gaming machine that offers monetary prizes and is not specifically authorized by Missouri state statute is hereby prohibited within the city limits of Independence, Missouri.

SECTION 2. Definitions: For the purpose of this Ordinance, “gaming machine” shall refer to any electronic or mechanical device that allows a player to wager money or other valuable consideration for the chance to win a monetary prize.

SECTION 3. Enforcement. The Independence Police Department and other designated City officials are authorized to enforce this Ordinance and take necessary actions to ensure compliance.

SECTION 4. Penalties. Any person or entity found in violation of this Ordinance shall be subject to penalties as provided by the City’s Code of Ordinances.

SECTION 5. City Code Revisions. Upon approval of this Ordinance, City staff is directed to prepare a bill for Council consideration that makes all necessary revisions to City Code to be consistent with this Ordinance.

SECTION 6. Severability. If any provision of this Ordinance is held to be invalid or unenforceable, such provision shall be struck and the remaining provisions shall remain in full force and effect.

SECTION 7. Effective Date. This Ordinance shall take effect immediately upon its passage and publication as required by law.

SECTION 8. Scrivener’s Errors. The correction of any scrivener errors identified within this Ordinance is hereby authorized.

PASSED THIS _____ DAY OF _____, 2024, BY THE CITY COUNCIL OF THE CITY OF INDEPENDENCE, MISSOURI.

Presiding Officer of the City Council
of the City of Independence, Missouri

ATTEST:

City Clerk

City Counselor

REVIEWED BY:

City Manager

Independence Tourism Evaluation

Karen Hibbard, Consultant

Monday July 8th, 2024

1

INDEPENDENCE
★ MISSOURI ★ SM

A GREAT AMERICAN STORY 

Background

- City Manager initiated Tourism evaluation late 2023
- Contracted with Karen Hibbard
 - Retired in 2023 from Manhattan, KS Area Chamber of Commerce
 - Vice-President of Chamber/Director of Visit Manhattan
 - 27 Years of experience promoting Manhattan

That's in Independence?!?!

- Best question to ask: what comes to mind when asked about Independence, MO?
- Answered through multiple:
 - Phone calls
 - Zoom calls
 - Personal visits

Recommendations

- Tell your story!
- Focus on Tourism
- Establish stand-alone visitor's bureau
 - As division of City?
 - As division of Chamber?
- Retain Tourism Commission for oversight/report to City Council.

Recommendations

- Modernize/Update Website
- Acquire/Utilize Robust CRM Software to Track Sales, Events, etc.
- Enhance Marketing of Independence
- Enhance Partnership with Visit KC
- Determine budget:
 - In Manhattan, Transient Guest Tax was split 65% to CVB, 35% to City

Next Steps

- Continue working closely with City Manager
- Identify personnel to promote Independence
 - Director: visionary. Politically savvy.
 - Sales Manager: Dynamic. Constantly at trade shows promoting Independence
 - Social Media/Website FTE
 - Administrative Assistant: half-time FTE.

Independence Visitors

- Currently conducting hotel surveys.
 - Average spend: \$381/day.
 - Average age: 55
 - Average stay: 2 days
 - Reason for visit: HARRY!

Questions?

Karen Hibbard

785-565-3886

kmhibbard74@gmail.com

8

INDEPENDENCE
★ MISSOURI ★ SM

A GREAT AMERICAN STORY 

“Educate v. Advocate”

Ethics of City Campaigning



LAUBER MUNICIPAL LAW

Serving those who serve the public

Todd T. Smith, J.D., LL.M.

Serving those who serve the public

Welcome to the Todd Show!

- ④ We will discuss the importance of campaigning ... or how not to LOSE a bond election.
- ④ Give chapter/verse on the RSMo. and MEC opinions.
- ④ Key concept is Educate, not Advocate, hence the snappy title.
- ④ Provide realistic examples of what a City CAN do/say and, more importantly, what they CANNOT do/say.
- ④ Happy to take questions at the end, I'll hang around.

Who is Todd Smith?

- ④ I'm an attorney in Lauber Municipal Law's Jefferson City office.
- ④ Hold a 2nd law degree specifically in Law and Government.
- ④ I represent cities in court on a weekly basis.
- ④ I focus my practice on public safety and constitutional law issues.
- ④ I can personally attest to the pain of campaigning and the agony of defeat... so about my (in)famous billboard on Highway 50.



So what is the big deal about campaigning?

- ④ Cities have a terrible habit of expecting taxes and other unpopular measures to pass just because they put them on the ballot.
- ④ They will not, folks love to vote against more taxes, happens all the time.
- ④ Even if the topic isn't unpopular (public safety often has board support), most folks have no idea when election day is or what is on the ballot.
- ④ I doubt 1 in a 500 folks know they can vote on municipal bonds in early February; 2/6/24 this year.

Campaigning is essential.

- ④ If you want more tax dollars, the City needs to campaign for it.
- ④ If the City isn't prepared to work, it may not be worth the effort to get the measure on the ballot in the first place because it likely won't pass without campaigning.
- ④ Look to your board/council members, they are successful politicians. The most effect method is to have them personally knock doors and communicate directly with the voters. This is also the most difficult, awkward, physically demanding method.

How can a City campaign?

- Ⓜ A City can launch its own campaign to support a ballot measure and use public funds for that purpose.
- Ⓜ But wait ... Missouri law prohibits the “expenditure of public funds ... to *advocate, support, or oppose* the passage or defeat of a ballot measure or the nomination or election of any candidate for public office.” §115.646, RSMo. (emphasis added).
- Ⓜ Violation can trigger year in jail and/or \$500 fine. §115.637, RSMo.
- Ⓜ Key is to use funds to *educate* voters while not *advocating* for them to vote a certain way.

What can a City campaign DO?

- ④ A City can educate the voters about the measure and when the election will occur.
- ④ City can hold an informational meeting to discuss the details of new tax or measure.
- ④ City can have charts or pamphlets printed up showing where the new tax dollars will be spent.
- ④ City can pay for an advertisement in the newspaper announcing the date of the election and print the ballot language.

What can a City campaign NOT DO?

- ④ A City cannot have employees go out and knock doors on the clock; they can do that on their own, off the clock, as private, personal political activity.
 - Officials need to do this, but won't want to, I get it.
- ④ A City cannot hold a forum in which opponents are prevented from speaking.
- ④ A City cannot put campaign signs on city vehicles.
- ④ A City cannot prohibit employees from engaging in political speech off the clock or prevent them from having yard signs on their private property.

What can a City campaign NOT SAY?

- Ⓜ A City cannot advocate for a citizen to cast their vote in a certain way.
- Ⓜ A City cannot say “please vote YES on prop A” or print signs that say that.
- Ⓜ A City cannot make conclusory claims like “Prop A is the best policy” or “Prop A is the fairest choice.”
- Ⓜ A City cannot invite or encourage citizens to say things it cannot; “you should tell your friends to vote for Prop A.”

Advocacy vs “Just the Facts”

- ④ “Vote YES on Prop A” versus “Prop A will increase funds for road repair.”
- ④ “Prop B will make Mayberry a safer place” versus “Prop B will pay for two additional police officers.”
- ④ “Prop C is the only solution to our sewer problems” versus “Prop C will increase funds for sewer maintenance.”
- ④ “Prop D will save our town” versus “Prop D will help pay to maintain City services.”

Fuzzy line.

- Ⓜ A City probably can *educate* as to what will happen if the measure fails, but tread carefully about predictions.
- Ⓜ “Prop Z will fund a water tower repairs” is definitely less risky than “if Prop Z doesn’t pass, the water tower will fail.” That failure prediction isn’t absolutely certain to happen, whereas ballot language regarding funds to the water tower means, if passed, the money WILL go to the water tower with great certainty.
- Ⓜ *Volunteer* firefighters can pass out pamphlets in support of a ballot measure while wearing their uniforms per MEC Opinion 1996.10.146.

What about Free Speech?

- ④ Per Missouri Supreme Court, the “use of public funds” prohibition in §115.646, RSMo. does not violate the First Amendment’s Free Speech Clause because the statute regulates the spending of public funds, not officials’ political speech. *City of Maryland Heights v. State*, 638 S.W.3d 895 (Mo. banc 2022).
- ④ The statute itself does not “prohibit any public official ... from making public appearance or from issuing press releases.” §115.646, RSMo.
- ④ When making such a comment, good practice is to include the words “in my personal opinion” in the speech, press release, or social media post.

A word about social media.

- ④ When it comes to social media, a City can make campaign comments as described herein.
- ④ Legally, the “safest” practice is a one-way street; the City can make posts for the public to view, but the public cannot post themselves.
- ④ If you have a two-way street, the danger is creating a “public forum” where the public becomes legally entitled to make comments on the page that are protected as “political speech” under the First Amendment.
- ④ Very difficult to regulate such comments; you have a real liability risk when you take down comment or block a particular commenter over the content of their message.

A warning about social media.

- ④ Back in April, SCOTUS decided *Lindke v. Freed*, which was a code red for municipal folks.
- ④ City manager had a personal Facebook page, occasional posted about work, he deleted comments about COVID and ultimately blocked the Poster, who sued, claiming his free speech rights had been violated.
- ④ Court agreed with the Poster, Manager has converted his personal page into a public forum, Manager liable.!
- ④ Official 2-prong test for liability:
 - Did the official have actual authority to speak on behalf of the government? (This is the fix, an ordinance setting out authority)
 - Did the official purport to use that authority when commenting on social media.

Paid For Requirement

- ④ §130.031.8, RSMo. requires that any “printed matter ... identify in a clear and conspicuous manner the person who paid for the printed matter.”
- ④ §130.011(22), RSMo. states that a “political subdivision” qualifies as a person for the purpose of campaign laws.
- ④ Ex. “Paid for by the City of Mayberry.”
- ④ Printed matter is very broad, covers ,well, things that are printed; statute specifically list signs, pamphlets, advertisements, and automobile signage (no bumper sticker on a vehicle that the city is reimbursing mileage on per MEC Opinion #1996.04.126).

Paid for Requirement Continued.

- ④ §130.031.8, RSMo. does specifically exclude campaign buttons, pins, pens, clothing and other items which are “obvious in its identification with a specific candidate or committee” from the requirement – these items don’t need a “paid for” line.
- ④ Arguably electronic documents, like an email, don’t need a “paid for” line, but it is good practice to add one anyway in case the document is printed and the hardcopy distributed.

Recap.

- ④ Educate, don't advocate, stick to the facts.
- ④ Don't send employees out to campaign, have the elected officials do that (or else don't bother with the ballot.)
- ④ When an official speaks on a campaign matter, best to throw in an "in my personal opinion."
- ④ Try to avoid having a "free-for-all" on social media.
- ④ Add a "paid for" line to any campaign material acquired with public funds.
- ④ When in doubt, ask your city attorney.

Ethics of City Campaigning

Contact Information:

Todd T. Smith

Lauber Municipal Law

308 E. High Street, Suite 108

Jefferson City, MO 65101

(573) 352-4563

tsmith@laubermunicipal.com



Scan with your smart phone QR reader

Serving those who serve the public

City of Independence

AGENDA ITEM COVER SHEET

Agenda Title:

24-739 A Resolution establishing standards for the recruitment and selection of board members, amending Resolution 6975

Recommendations:

Background:

Emergency Justification:

Fiscal Impact:

Council Action:

**Department /
Contact**

Council and Board /

REVIEWERS

Jeremy Cover
Zachary Walker
Susanne Holland

ATTACHMENTS:

1. Boards and Commissions Amended Resolution 6.21.24

BILL NO. _____

RESOLUTION NO. _____

A RESOLUTION ESTABLISHING STANDARDS FOR THE RECRUITMENT AND SELECTION OF BOARD MEMBERS, ESTABLISHING STANDARDS FOR COMMUNICATION, AND ESTABLISHING EXPECTATIONS, DUTIES, AND NORMS OF BEHAVIOR FOR ALL APPOINTED CITY BOARDS, COMMISSIONS, AND COMMITTEES.

WHEREAS, Section 2.10(10) of the Independence City Charter permits the City Council to create boards, commissions, or committees as determined necessary; and

WHEREAS, on February 20th, 2023 the Independence City Council formally adopted the 2023-24 Independence Action Plan (“Action Plan”) via Resolution No. 6902; and,

WHEREAS, Section 1.2 of the Action Plan encourages the City of Independence to “[b]roaden and deepen engagement of the community in city government, innovating methods for inviting input from the community and stakeholders” to more effectively advise the City and engage the public”; and,

WHEREAS, Strategic Plan Section 6 High Performance Organization states, “[w]e operate as an ethical high-performance organization, anticipating future needs, utilizing best practices, and striving for continuous improvement.”; and,

~~WHEREAS, on June 20th, 2023, the Independence City Council formally adopted Resolution No. 6936, directing the City Manager to establish standards for the recruitment and appointment of board members, establish standards for how board members will communicate with the Commission and individual members of the City Council and City staff to increase efficiency and efficacy of advisory board input; and,~~

WHEREAS, on January 2nd, 2024, the Independence City Council formally adopted Resolution No. 6975, adopting the following rules, process, and procedures established by the Independence City Council for all Boards, Commissions, and Committees as well as all members of said Boards, Commissions and Committees.

WHEREAS, the City Council further aims to formalize and streamline communications between the City Council, advisory boards, the City Manager, and the public; to achieve policy driven decision-making; and to create consistency, predictability, and stability by clearly defining duties, norms, ~~and~~ expectations, **and attendance**;

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF INDEPENDENCE, MISSOURI AS FOLLOWS:

SECTION 1. That the following rules, process, and procedures are hereby established by the Independence City Council for all Boards, Commissions, and Committees as well as all members of said Boards, Commissions and Committees:

SECTION 1: MEMBERSHIP, RECRUITMENT, & APPOINTMENT, & ALTERNATE

- 1) **Membership:** Membership is established in the resolutions, ordinances, or statutes establishing each Board's structure, including any mandatory member qualification. Additional membership requirements include:
 - a) Board Members may only serve in one City appointed position at a time;
 - b) The balance of an unexpired term served by an appointee shall be considered a "term" if such unexpired term exceeds 50% of the full term;
 - c) Upon completion of a gap in service equal to a position's full term, a former member may be eligible for re-appointment; and
 - d) Appointments should be made during a regular meeting in January.

- 2) **Recruitment:** Councilmembers, Board Members, and the City Manager are encouraged to actively recruit qualified members to apply. During the recruitment process, the City will focus on diversity, equity, and inclusion, and will actively work to achieve membership that reflects, at the least, the demographics of our community – as outlined in, but not limited to available census data – across all board membership. Formal recruitment will occur by three methods:
 - a) Vacancies will be posted in the lobby of City Hall and on the City's website;
 - b) Biannual active solicitation period; and
 - c) As necessitated by vacancies.

- 3) **Review:** The review of applicants shall occur by a panel consisting of either the Councilmember responsible for filling an individual appointment or an assigned liaison of the City Council, dependent on the vacancy to be filled, the Board or Commission Chair, and the City Manager's assigned staff liaison:
 - a) Interview questions must ensure applicants receive a fair comparison with other candidates and will focus on potential conflicts of interest, compliance with norms of conduct, including but not limited to decorum, communications, and the concept of acting as a body with one voice;
 - b) Evaluation criteria must consider the City's goals related to diversity, equity, and inclusion, the duties and purpose of the individual board, and any membership requirements in enabling legislation or law.

- 4) **Appointment:** All Board and Commission appointments will be made by the City Council except for appointments authorized by law to be made by the Mayor. Board Officers (Chair & Vice-Chair) shall be appointed by the City Council, except where otherwise mandated by the City Charter.

- 5) **Alternate:** **If the by-laws of a board or commission call for alternate members, the role of that alternate will be as follows:**
 - a) **If a current member cannot attend a meeting, they will submit written notification to the chairperson of their absence and which alternate they select to take their place at the meeting.**
 - b) **Such notification shall be submitted within 48 hours prior to the meeting or as soon as practical prior to the meeting, and be made part of the record during meeting minutes.**
 - c) **Alternates who are sitting in for an absent member will be allowed to cast a vote.**

- d) **If a member resigns their position effective before their term expires, the chairperson may appoint an alternate to fulfill the vacancy for the duration of that term.**

SECTION 2: COMMUNICATIONS

- 1) City Boards and Commissions shall receive direction from the City Council pursuant to the Council's annual goal setting session, requested assigned work priorities, or other specific direction as the City Council may provide;
- 2) A Board or Commission's annual work plan must align with the City Council's adopted Strategic Plan;
- 3) The Board or Commission should communicate with the City Council only through approved minutes, work plans, progress reports, or formal recommendations/resolutions voted on by the Board or Commission;
- 4) Board and Commission chairs shall communicate with the Staff Liaison on matters related to the Board and Commission's operations and agendas;
- 5) Each Board and Commission shall be assigned a City Council Liaison, who shall serve as the conduit between the Board or Commission and the City Council.
- 6) Board and Commission Chairs should direct policy related questions to both the City Council Liaison and the Staff Liaison;
- 7) Board and Commission Members shall adhere to the "One Body, One Voice" principle in communications to the City Council on matters under the Board or Commission's purview, or may become under the purview of the Board or Commission.
- 8) City Staff will develop minutes that the Board or Commission will review and approve; minutes shall be provided to the City Council and made available to the public.

SECTION 3: EXPECTATIONS, DUTIES, AND NORMS OF BEHAVIOR

Norms for Board Members are modeled upon the City Council's Rules of Procedure as most recently revised in Resolution No. 6953.

- 1) **Training of Board and Commission Members:** Board and Commission Members must participate in an onboarding program established by the City Manager.
 - a) The training will include, but is not limited to:
 - i. General onboarding: Board and Commission procedures, open meetings, public records, process, requirements, and expectations;
 - ii. Purposes and focus areas of the Board or Commission to be presented by the Staff Liaison;
 - iii. "Effective Meetings" – a training facilitated by the City Clerk to assist Board Members in conducting an efficient and effective meeting;
 - iv. Ethics: Initial ethics training upon appointment and annual ethics training thereafter; and
 - v. Diversity, Equity, and Inclusion: Training focusing on various DEI topics including, but not limited to, implicit and unconscious bias, anti-harassment and anti-discrimination; accessibility; and DEI in institutions, workforces, and local government.
 - vi. **Members will receive a Boards and Commissions handbook and sign an acknowledgment confirming receipt.**

vii. Members will be required to attend a City Officials training session within the first year of their appointment.

- b) ~~Board and Commission Members must complete onboarding and training within six months of the appointment of any member; and~~
b) Board and Commission Members must participate in a six-month check-in with the Staff Liaison.

2) Duties:

- a) City Council Liaison has the following duties:
- i. Lead the interview of applicants;
 - ii. Serve as the primary contact with the Board or Commission for the City Council;
 - iii. Assist with resolving questions regarding the role of the City Council, City Manager, Staff Liaison, and the Board or Commission;
 - iv. Serve as contact rather than an advocate, unless assigned as a voting member;
 - v. Review the Board or Commission's work plan and make recommendations to the City Council regarding said work plan;
 - vi. Support efficient Board and Commission operations; and
 - vii. Assist training of new Board and Commission members.
- b) The Presiding Officer (Board or Commission Chair) has the following duties:
- i. Act as meeting facilitator;
 - ii. Maintain a tone of civility during debate;
 - iii. Ensure the public has a meaningful opportunity to participate, and that meetings operate fairly and impartially;
 - iv. Ensure the Board or Commission's questions and discussion are germane to the issues presented.
- c) Board and Commission Members have the following duties:
- i. To ensure the Board has a quorum at all meetings, and commit sufficient time to ensure regular and punctual attendance;
 - ii. Be prepared, attentive, and participate;
 - iii. Abide by Rules of Procedure and the City and State Laws;
 - iv. Notify the Staff Liaison as soon as they learn they will not be able to attend a meeting and of any changes to contact information.
- d) Staff Liaison and/or their designee(s) will prepare the agenda with collaboration from the Board or Commission Chair.

3) Norms of behavior:

- a) Board and Commission Members are encouraged to share their experience and knowledge with new members;
- b) Board and Commission Members should treat all city employees with respect, and in doing so recognize staff in performing their work strive to always serve the public to the best of their abilities;
- c) Board and Commission Members should be mindful of arguing or debating the merits of staff's professional judgment; rather, should Board or Commission Members disagree with staff's professional judgment, they should direct such disagreement to the Staff Liaison; in the event that the Staff Liaison is subject to the

- disagreement, Board and Commission Members should direct their concerns to the City Manager;
- d) Board and Commission Members must seek to ensure staff recognizes the Board or Commission Member's questions are for purposes of inquiry only and should in no way be taken as an order, a request to take action, or a directive;
 - e) Board and Commission Members should not use language or communication methods that a reasonable person would find humiliating, intimidating, hostile, or offensive;
 - f) A Board or Commission Member may not take any action that could be construed as a directive or order to staff;
 - g) A Board or Commission Member must not attempt to pressure or influence discussions, recommendations, workloads, schedules, or department priorities absent the approval of the City Manager and only then upon an action of the majority of the City Council;
 - h) Board and Commission interaction with staff during board meetings:
 - i. Criticism of staff by a Board or Commission Member should be made in private to the City Manager. Board and Commission Members are encouraged to provide commendation to staff in public;
 - ii. Board and Commission Members may not direct or issue orders to staff;
 - iii. Board and Commission Members may direct questions regarding the factual basis for an item or a question soliciting staff expertise to the City employee presenting the item; questions other than those directly related to the factual basis of an agenda item should be directed to the Staff Liaison who may request the assistance of other city employees in answering the question.
 - i) Specific provisions for Board and Commission Member's attendance at meetings other than Board or Commission meetings:
 - i. Board or Commission Members may not attend staff meetings unless requested by the City Manager;
 - ii. Board and Commission Members' conduct at public meetings or other events should be informed by this Resolution and the Code of Ethics.
 - j) All appointed members of City boards or commissions should be mindful of the City Charter prohibition regarding interference with administration.

SECTION 4: ATTENDANCE

- 1) Regular attendance is required.**
- 2) If a member is unable to attend a meeting, they should notify the staff liaison and chair of the board, commission or committee as soon as possible prior to the meeting.**
- 3) Board members will be considered to have resigned their position if a member misses three (3) consecutive meetings or one-half of the regularly scheduled meetings in a 12-month period of time pursuant to Article 39, Section 1.39.003 of the City Code of Independence. Said resignation shall be deemed effective immediately upon said person reaching said milestone and shall not require any action by the City to accept the resignation unless the City Council has given prior approval for an exception because of unusual circumstances.**

SECTION 2. That the provisions of this resolution shall be consolidated into a “Board and Commission Members Handbook” and made available to each said member at the time of their appointment by the City Council.

PASSED THIS _____ DAY OF _____, 2024, BY THE CITY COUNCIL OF THE CITY OF INDEPENDENCE, MISSOURI.

Presiding Officer of the City Council
of the City of Independence, Missouri

ATTEST:

City Clerk

APPROVED AS TO FORM AND LEGALITY:

City Counselor

REVIEWED BY:
