

**AGENDA ITEM**  
**August 24, 2021**

Subject: Planning Commission membership

Department: Administration

Over the past several months it has become difficult for the Planning Commission to conduct business due to not having a quorum. The last two months meetings were scheduled but unable to deliberate for lack of quorum.

My recommendation as well as Jerry Haggard, Planning Commission Chairman, is to reduce to seven members.

*“As chairman of the Commission I had composed a letter to be sent to you regarding this matter, but since you have contacted me about responding within 24 hours, I am emailing my recommendation as follows: reduce the required number of commissioners to seven and the quorum to four. We consistently have 4 commissioners attending the meeting, and have difficulty obtaining a quorum of 5. Consequently, we have had to cancel 2 meetings out of the last 3. Thanks for your consideration. Jerry, Chair.”*

**Manager Note:**

- **RSMO 89.320.** Planning Commission — membership — terms — vacancy — removal. — The planning commission of any municipality shall consist of not more than fifteen nor less than seven members...
- The Board consists of eleven members, consisting of nine citizens of the City of Nevada, MO, one City Council member as appointed by the Council and the City Building Inspector or City Engineer, whichever is designated by the City Manager
- Current Members:
  - Andy Remington – 11/2024
  - Larry Malcom – 11/2022
  - Jerry Haggard – 3/2025
  - Leslie Carroll – 11/2023
  - Sim Miller – 11/2024
  - TJ Tubbs – 11/2023
  - Open Seat – 11/2025
  - Open Seat- 11/2022
  - Open Seat- 11/2022

**BILL NO. 2021-060**

**ORDINANCE NO.**

**A GENERAL ORDINANCE OF THE CITY OF NEVADA MISSOURI AMENDING SECTION 2-40 OF THE CODE OF THE CITY OF NEVADA, MISSOURI.**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NEVADA, MISSOURI, THAT:**

1. Section 2-40 of the code of the City of Nevada Missouri is hereby amended to read as follows:

**Section 2-40 – Organization.**

(a) *Official voting members; appointments; term of office; removal of members.* The planning commission shall consist of seven (7) members appointed by the mayor and approved by the city council. The term of each of the members shall be for four (4) years. All members shall be voting members and all members shall hold office until their successors are appointed. Any vacancy in membership shall be filled for the unexpired term by appointment as aforesaid. The council may remove any member for cause stated in writing after a public hearing. One member of the city council, selected by the city council and the city building inspector or city engineer, whichever is designated by the city manager; shall serve as ex-officio, nonvoting, non-office-holding members. The ex-officio members shall have full rights of discussion and attendance at executive sessions.

(b) *Quorum; number of votes necessary for action.* Four (4) members of the planning commission shall constitute a quorum to do business at any meeting of the commission, but no action thereof shall be valid unless a majority of the quorum shall vote in favor of such action.

(c) *Resignation by prolonged unexcused non-attendance – resignation – appointment of replacement.* Members of the commission who fail, without being excused by the Chairman, to attend five (5) consecutive meetings may be deemed by the Mayor to have resigned and a replacement by the mayor may then be appointed, with council approval, as in para a, above, to fill the unexpired term.

Section 2. This ordinance shall be in full force and effect from and after its passage and approval.

**PASSED, APPROVED AND ADOPTED by the City Council of the City of Nevada, Missouri, this \_\_\_\_ day of September 2021.**

---

George Knox, Mayor

(Seal)

Attest:

---

Michele Bailey, City Clerk