§ 3.03.010 Policy.

1) For any Board, Commission and Committee (hereafter "Commission") that meets more than once a month, a Commissioner's absence from either three consecutive meetings or five or more meetings in any 12-month period shall result in the position being vacated, subject to City Council ratification as provided in this section. For any Commission that meets once a month or less frequently, a Commissioner's absences from 25% or more of the meetings in any 12-month period shall result in the position being vacated, subject to City Council ratification as provided in this section. Meetings that are cancelled due to lack of quorum prior to the meeting date will be included in this attendance policy.

2) Excused absences shall include illness or other medical reasons, work related conflicts and scheduled vacations when notice is provided at least 30 days in advance. The assigned staff support person of the particular Commission shall determine if the absence is excused; provided a commissioner provides reasonable notice in writing, including 30 days' notice of scheduled vacation, of the absence to the staff person assigned to the Commission.

3) The staff person assigned to the Commission shall record the attendance of Commissioners in a uniform format as shown on Board/Commission/Committee Attendance Report and submit the report to the City Clerk's Office. The Clerk's Office shall provide Attendance Reports to the City Council on a quarterly basis. As to any Commissioner who is a Councilmember's direct appointment, if the attendance record of that Commissioner is such that absences would result in the position being vacated, the Clerk's Office shall notify the Councilmember from that district of the Commissioner's attendance record. If the attendance records indicate that any Commissioner has exceeded the number of absences as provided in subsection 1 above, the Councilmember may direct the Clerk's Office to prepare a report to the City Council so stating and recommending that the City Council ratify that the position has been vacated. The City Council, at a regular meeting, shall consider the recommendation and take whatever action the City Council deems appropriate. If the City Council ratifies that the position has been vacated due to absences, the staff person shall notify any outside agency on which the Commissioner sat of the Council action.

4) The following Boards and Commissions are not directly appointed by City Council and require removal by their appointing bodies:

Stockton Arts Commission

Parks and Recreation Commission

Council Cultural Heritage Board

Salary Setting Commission