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4 **AN ORDINANCE revising 33.001 and adding 33.003: “City Council Board and**  
5 **Commission Appointments” in Chapter 33: Departments, Boards, and other**  
6 **Administrative Bodies of the Fort Wayne Municipal Code of Ordinances to include term**  
7 **limits for appointments.**  
8

9 **WHEREAS**, the Fort Wayne City Council has statutorily granted authority via state and  
10 local code to appoint Council persons and community members to boards and commissions, as  
11 well as permissions granted by non-profit organizations and other community groups; and  
12

13 **WHEREAS**, these boards and commissions play a vital role in the governance of the  
14 community and in activities that impact most citizens; and  
15

16 **WHEREAS**, some boards and commissions require specialized skills and/or membership  
17 in a political party or other organization; and  
18

19 **WHEREAS**, it is imperative that the process of board and commission appointments  
20 engages diverse members of the community, and brings new voices into the local government to  
21 ensure that all members of the community feel connected to governmental activities; and  
22

23 **WHEREAS**, the appointments must be used to further the stated mission of each board,  
24 commission, or organization, and not for any personal or political gain by any individual or group.  
25

26 NOW THEREFORE, BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF  
27 FORT WAYNE, INDIANA,  
28

29 **SECTION 1. Section 33.001 (B) (1) and (2) shall be amended and replaced as follows:**

30 (1) Annually, for any board to which Common Council makes a membership  
31 appointment, a staff liaison shall be identified by the board no later than January 15 of each  
32 calendar year. The staff liaison of any city board shall be responsible for having available all  
33 reports, minutes, studies and the like, within a reasonable time after completion of each meeting.  
34 An attendance list and minutes of each board meeting is required to be documented. A copy of  
35 these materials shall be made available to members of Council or the public, as requested. Contact  
36 information for the staff liaison shall be posted on the website for the City of Fort Wayne and  
37 public inquiries shall be responded to by staff in a reasonable manner.

38 (2) In addition, each person appointed by Common Council to any board or commission  
39 shall submit annually a written report to the staff liaison prior to the end of each calendar year. .  
40 These reports shall be compiled and submitted to the President of Common Council by the staff  
41 liaison no later than the 15<sup>th</sup> day of the last month of the anniversary of the board member’s  
42 appointment. Such reports, 1, shall contain brief, candid detail on progress being made toward goals  
43 and objectives set by the board or commission, and the amount of time the person appointed by  
44 the Common Council dedicates to the board in accomplishing the board's endeavors. For purposes

1 of review, written reports shall be sent to and kept in the office of the City Clerk for five years and  
2 posted on the city's website for a minimum of one month.

3 **SECTION 2.** Chapter 33 “CITY COUNCIL BOARD AND COMMISSION APPOINTMENTS”  
4 shall be amended to add a new section 33.003 as follows:

5  
6 Section 33.003 Term Limits and Removal.

7  
8 (A) **Term Limits.** Appointments made to boards and commissions which are voted upon by  
9 the Council body shall be subject to term limits as follows:

- 10 1. For appointments carrying a one (1) year term, a limit of four (4) consecutive  
11 terms on the same board or commission.
- 12 2. For appointments carrying a two (2) or three (3) year term, a limit of two (2)  
13 consecutive terms on the same board or commission.
- 14 3. For appointments carrying a four (4) year term, a limit of one term on the same  
15 board or commission.
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20 (B) **Other parameters for Appointees.**

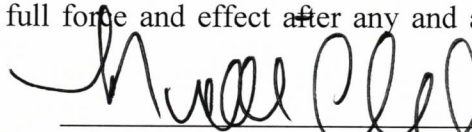
- 21 1. An appointee may be re-appointed to the same board after not serving for a period  
22 of one (1) term.
- 23 2. Excluded from the provision herein are the Board of Zoning Appeals and the  
24 Internal Audit Committee.
  - 25 i. When positions become available for those aforementioned excluded  
26 boards, opportunities should be considered to nominate candidates who  
27 enhance board diversity.
- 28 3. This ordinance is applicable to any appointee that has exhausted the term limits as  
29 identified in subsection A of the Section 33.003 of the Fort Wayne code as of 1/1/2024.  
30
- 31 4. If a candidate cannot be identified within sixty (60) days of the previous  
32 appointment’s expiration, Council may re-appoint a person for an additional term.  
33
- 34 5. A candidate may sit for additional term(s) if that candidate is the current Chair or  
35 President of the board and/or removal of the candidate would cause irreparable  
36 harm to the board or organization due to unforeseen circumstances.  
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41 (C) **Removal from a board or commission.** Appointments made by Common Council to  
42 any board or commission may be rescinded at any time by a vote of Council, unless  
43 removal is specifically governed by state or local code.  
44

- 1 1. The Council Review Committee (Committee) is created, consisting of 3 members  
2 of Council: one (1) Democrat, one (1) Republican, and the President of Council (or  
3 designee).  
4  
5 2. Removal may be for any of the following reasons:  
6  
7 (a) Failure to attend meetings as deemed necessary by the board or  
8 commission.  
9  
10 (b) Failure to participate in meetings and other activities as deemed necessary  
11 by the board or commission.  
12  
13 (c) Participating in an activity contrary to the mission of the board or  
14 commission.  
15  
16 (d) Failure to provide a report to the staff liaison to be submitted to Council.  
17  
18 (e) Failure to appropriately disclose conflicts of interest or to engage in  
19 conduct or personal proclivity that is unreasonably disruptive to the work  
20 or mission of the board.  
21  
22 3. The Committee shall consider any information provided by a member of the board  
23 in question or City of Fort Wayne staff member. This information must be  
24 submitted to staff in the City Council office with a written request to be shared with  
25 the Committee, who will determine if the information should be referred to the  
26 Council body. Any member of Council may request the information be referred to  
27 the body during the review period of the Committee.  
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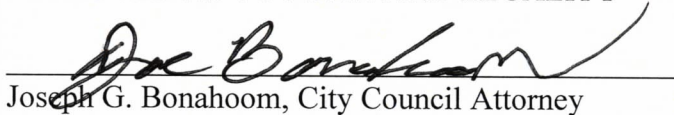
29 The Committee shall review submitted materials and determine if the matter  
30 warrants a referral to Council for a vote on removal from the board. Any  
31 information submitted to Council by the Committee shall be placed on the next  
32 available agenda for discussion and any needed votes.  
33

34 **SECTION 3.** That this Ordinance shall be in full force and effect after any and all necessary  
35 approval by the Mayor.



Michelle Chambers, Council Member

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39 APPROVED AS TO FORM AND LEGALITY



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42 Joseph G. Bonahoom, City Council Attorney

2  
3 **AN ORDINANCE revising 33.001 and adding 33.003: “City Council Board and**  
4 **Commission Appointments” in Chapter 33: Departments, Boards, and other**  
5 **Administrative Bodies of the Fort Wayne Municipal Code of Ordinances to include**  
6 **term limits for appointments and a Code of Ethics**

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8 **WHEREAS**, the Fort Wayne City Council has statutorily granted authority via state and  
9 local code to appoint Council persons and community members to boards and commissions, as  
10 well as permissions granted by non-profit organizations and other community groups; and

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12 **WHEREAS**, these boards and commissions play a vital role in the governance of the  
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15 **WHEREAS**, some boards and commissions require specialized skills and/or membership  
16 in a political party or other organization; and

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18 **WHEREAS**, it is imperative that the process of board and commission appointments  
19 engages diverse members of the community, and brings new voices into the local government to  
20 ensure that all members of the community feel connected to governmental activities; and

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22 **WHEREAS**, the appointments must be used to further the stated mission of each board,  
23 commission, or organization, and not for any personal or political gain by any individual or group.

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27 FORT WAYNE, INDIANA,

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34 reports, minutes, studies and the like, within a reasonable time after completion of each meeting.  
35 An attendance list and minutes of each board meeting is required to be documented. A copy of  
36 these materials shall be made available to members of Council or the public, as requested.  
37 Contact information for the staff liaison shall be posted on the website for the City of Fort  
38 Wayne and public inquiries shall be responded to by staff in a reasonable manner.

39 (2) In addition, each person appointed by Common Council to any board or commission  
40 shall submit annually a written report to the staff liaison prior to the end of each calendar year. .  
41 These reports shall be compiled and submitted to the President of Common Council by the staff  
42 liaison no later than the 15<sup>th</sup> day of the last month of the anniversary of the board member's

1 appointment. Such reports, I, shall contain brief, candid detail on progress being made toward  
2 goals and objectives set by the board or commission, and the amount of time the person  
3 appointed by the Common Council dedicates to the board in accomplishing the board's  
4 endeavors. For purposes of review, written reports shall be sent to and kept in the office of the  
5 City Clerk for five years and posted on the city's website for a minimum of one month.

6  
7 **SECTION 2.** Chapter 33 "CITY COUNCIL BOARD AND COMMISSION  
8 APPOINTMENTS" shall be amended to add a new section 33.003 as follows:

9  
10 Section 33.003 Term Limits and Removal.

11  
12 (A) **Term Limits.** Appointments made to boards and commissions which are voted upon by  
13 the Council body shall be subject to a limit of two (2) consecutive terms, as defined by  
14 code or policy on the same board or commission. An appointee may be re-appointed to  
15 the same board after not serving for a period of one (1) term.

- 16 1. Excluded from the provision herein are the Board of Zoning Appeals and the  
17 Internal Audit Committee.
- 18 2. This is applicable to any appointee having served two (2) complete terms as of  
19 1/1/2024.
- 20 3. If a candidate cannot be identified within sixty (60) days of the previous  
21 appointment's expiration, Council may re-appoint a person for a third (3<sup>rd</sup>)  
22 consecutive term.

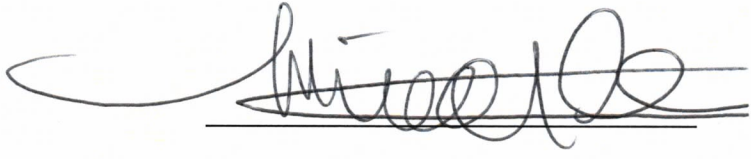
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24 (B) **Removal from a board or commission.** Appointments made by Common Council to  
25 any board or commission may be rescinded at any time by a vote of Council, unless  
26 removal is specifically governed by state or local code.

- 27 1. The Council Review Committee (Committee) is created, consisting of 3 members  
28 of Council: one (1) Democrat, one (1) Republican, and the President of Council  
29 (or designee).
  - 30 2. Removal may be for any of the following reasons:
    - 31 (a) Failure to attend meetings as deemed necessary by the board or  
32 commission.
    - 33 (b) Failure to participate in meetings and other activities as deemed  
34 necessary by the board or commission.
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36 commission.
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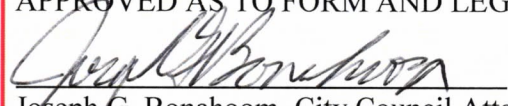
4. The Committee shall review submitted materials and determine if the matter warrants a referral to Council for a vote on removal from the board. Any information submitted to Council by the Committee shall be placed on the next available agenda for discussion and any needed votes.

**SECTION 3.** That this Ordinance shall be in full force and effect after any and all necessary approval by the Mayor.



Michelle Chambers, Council Member

APPROVED AS TO FORM AND LEGALITY



Joseph G. Bonahoom, City Council Attorney

**REPORT OF COMMITTEE ON REGULATIONS  
June 20, 2023**

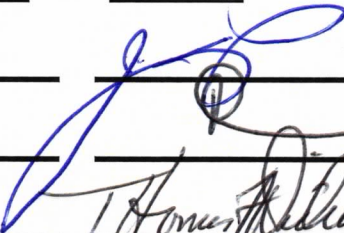
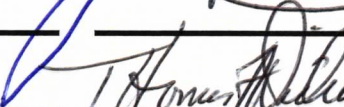
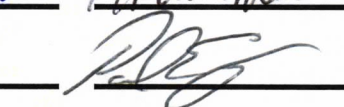
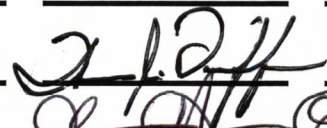
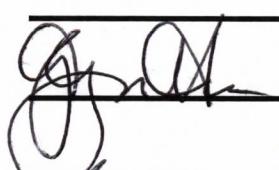
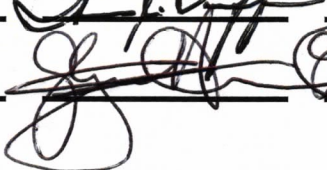
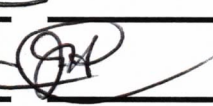
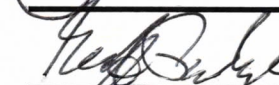

**Tom Freistroffer Chair**

**Sharon Tucker Co-Chair**

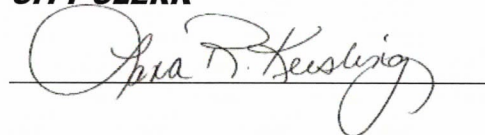
**All Council Members**

An Ordinance revising 33.001 and adding 33.003: "City Council Board and Commission Appointments" in Chapter 33: Departments, Boards, and other Administrative Bodies of the Fort Wayne Municipal Code of Ordinances to include term limits for appointments and a Code of Ethics

**COMMITTEE ON REGULATIONS HAVE HAD SAID Ordinance under consideration and beg leave to report back to the Common Council that said Ordinance**

<u>COUNCIL MEMBER</u>	<u>DO PASS</u>	<u>DO NOT PASS</u>	<u>ABSTAIN</u>
ARP			
CHAMBERS			
DIDIER			
ENSLEY			
FREISTROFFER			
HINES			
JEHL			
PADDOCK			
TUCKER			

**LANA R. KEESLING  
CITY CLERK**



Public Hearing Date: N/A

Read the first time in full and on motion by Councilperson Freistroffer.

Read the second time by title and referred to the Regulations Committee.

Read the third time in full and on motion by Councilperson Freistroffer, placed on passage by the following vote:

<u>TOTAL VOTES</u>	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAINED</u>	<u>ABSENT</u>
ARP	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
CHAMBERS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
DIDIER	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ENSLEY	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
FREISTROFFER	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HINES	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
JEHL	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PADDOCK	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
TUCKER	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

*Stacy Reed*

DATED: June 27, 2023

STACY REED, DEPUTY CITY CLERK

Passed and adopted by the Common Council of the City of Fort Wayne, Indiana, as

General Ordinance No. G-23-06-19-AA-AA on the 27th day of June, 2023

ATTEST:

*Stacy Reed*

*John Hines*

STACY REED  
DEPUTY CITY CLERK

PRESIDING OFFICER

Presented by me to the Mayor of the City of Fort Wayne, Indiana, on the 28th of June 2023, at the hour of 9:15 o'clock A.M. E.S.T.

*Stacy Reed*

STACY REED, DEPUTY CITY CLERK

Approved and signed by me this 28<sup>th</sup> day of June 2023, at the hour of 1:00 o'clock PM E.S.T.

FORT WAYNE, INDIANA  
**RECEIVED**  
JUN 29 2023  
LANA R. KEESLING  
CITY CLERK

*Thomas C. Henry*  
THOMAS C. HENRY, MAYOR