



## Legislation Details (With Text)

**File #:** 21-488      **Version:** 1      **Name:** Attendance  
**Type:** Report      **Status:** Regular Agenda  
**File created:** 10/12/2021      **In control:** Planning and Zoning Commission  
**On agenda:** 10/18/2021      **Final action:**  
**Title:** Consider approval of the Attendance Matrix for the Planning and Zoning Commission as presented; and take appropriate action.  
**Sponsors:** Alexis Jackson, Planning Manager  
**Indexes:**  
**Code sections:**  
**Attachments:** 1. Attendance Matrix 2021.pdf

Date	Ver.	Action By	Action	Result
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### **Consider approval of the Attendance Matrix for the Planning and Zoning Commission as presented; and take appropriate action.**

#### BACKGROUND:

As stated in the City of Farmers Branch Ethics Handbook for Elected Officials & Advisory Board Members, all appointed members should make every effort to attend regularly scheduled meetings.

#### ACTIONS:

Per Ordinance No. 3563 adopted April 2, 2019, any person appointed by the City Council to a board or commission as either a regular member or alternate member shall be automatically considered for removal by the City Council after such person has been absent from two regular or special meetings of the board or commission to which the person is appointed during any period of twelve (12) consecutive months which absences have not been excused by an affirmative vote of the board or commission to which the person is appointed.

A Comprehensive Attendance Matrix has been developed to keep record of these excused and unexcused absences.

#### ATTACHMENTS:

1. Attendance Matrix