

RESOLUTION NO. _____

DATE ADOPTED: _____

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS
OF SEDGWICK COUNTY, KANSAS SITTING AS THE GOVERNING BODY FOR
SEDGWICK COUNTY FIRE DISTRICT NUMBER ONE TO CREATE THE
SEDGWICK COUNTY FIRE DISTRICT NUMBER ONE STEERING COMMISSION**

WHEREAS, the Board of County Commissioners sits as the governing body for Sedgwick County Fire District Number One; and

WHEREAS, the Board of County Commissioners sitting as the governing body for the Fire District may exercise the powers indicated within K.S.A. 19-3601a, including doing all things necessary to effectuate the purposes of K.S.A. 19-3601, *et seq.*; and

WHEREAS, in order to most effectively exercise the powers as the governing body for Sedgwick County Fire District Number One, the Board of County Commissioners wishes to establish a Sedgwick County Fire District Number One Steering Commission to generally advise and make recommendations to the Board on matters that pertain to Sedgwick County Fire District Number One; and

WHEREAS, consistent with the principles of a representative democracy, the Board of County Commissioners intends for the Sedgwick County Fire District Number One Steering Commission to be comprised of Sedgwick County Fire District Number One taxpayers.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF SEDGWICK COUNTY, KANSAS SITTING AS THE GOVERNING BODY FOR SEDGWICK COUNTY FIRE DISTRICT NUMBER ONE that:

Section 1. Creation.

For the purpose of advising the Board of County Commissioners on matters pertaining to Sedgwick County Fire District Number One, the Board of County Commissioners sitting as the governing body for Sedgwick County Fire District Number One hereby creates the Sedgwick County Fire District Number One Steering Commission (“Steering Commission”).

Section 2. Composition.

The Steering Commission shall be comprised of the following nine (9) members, with such members’ staggered term lengths specified alongside such member position:

- A. Five (5) members appointed by cities located within Sedgwick County Fire District Number One. Each of the city councils for the cities included in this subsection shall be entitled to appoint one (1) individual to the Steering Commission who meets the applicable specifications outlined within Section 2.C. of this resolution and then convey a written notice of such appointment to the Board of County Commissioners. Such cities

shall include:

1. City of Goddard (each term shall be for 4 years);
 2. City of Maize (the initial term shall be for 2 years and all subsequent terms shall be for 4 years);
 3. City of Park City (each term shall be for 4 years);
 4. City of Haysville (the initial term shall be for 2 years and all subsequent terms shall be for 4 years); and
 5. City of Bel Aire (each term shall be for 4 years).
- B. Four (4) members, specifically listed within Section 2.B.1. through 4. of this resolution, appointed at-large who meet the applicable specifications outlined within Section 2.C. of this resolution by the Board of County Commissioners sitting as the governing body for Sedgwick County Fire District Number One.
1. At-large Member #1 (each term shall be for 4 years);
 2. At-large Member #2 (each term shall be for 4 years);
 3. At-large Member #3 (each term shall be for 2 years); and
 4. At-large Member #4 (each term shall be for 2 years).
- C. Specifications for Steering Commission member eligibility
1. Steering Commission members appointed by city councils pursuant to Section 2.A. of this resolution must meet one (1) or both of the following qualifications:
 - (a) such person has owned his or her residence that is subject to *ad valorem* property taxation by Sedgwick County Fire District Number One and within the appointing city for at least two (2) years at the time of appointment; or
 - (b) such person has owned a business that owns real property that is subject to *ad valorem* property taxation by Sedgwick County Fire District Number One and within the appointing city for at least two (2) years at the time of appointment.
 2. Steering Commission members appointed by the Board of County Commissioners sitting as the governing body for Sedgwick County Fire District Number One pursuant to Section 2.B. of this resolution must meet one (1) or both of the following qualifications:
 - (a) such person has owned his or her residence that is subject to *ad valorem* property taxation by Sedgwick County Fire District Number One and is located in the unincorporated area of Sedgwick County for at least two (2) years at the time of appointment; or
 - (b) such person has owned a business that owns real property that is subject to *ad valorem* property taxation by Sedgwick County Fire District Number One and is located in the unincorporated area of Sedgwick County for at least two (2) years at the time of appointment.

3. When city councils and the Board of County Commissioners sitting as the governing body for Sedgwick County Fire District Number One make appointments to the Steering Commission, preference shall be given to individuals who possess at least five (5) years of experience in any the following: accounting, human resources, practice of law, and ownership or management of a business with at least 25 employees.
 4. Sedgwick County Fire District Number One employees shall not be eligible for appointment to the Steering Commission.
 5. Members appointed to the Steering Commission shall generally reflect the diversity of the community comprising Sedgwick County Fire District Number One. Such diversity shall include, but not be limited to, diversity of sex, race, and age.
 6. The Board of County Commissioners sitting as the governing body for Sedgwick County Fire District Number One will generally utilize the process outlined within Sedgwick County Policy 1.105, enacted within Sedgwick County Resolution No. 229-2019, for the public announcement and consideration of applicants for appointment to the Steering Commission pursuant to Section 2.B. of this resolution.
- D. In the event a member of the Steering Commission does not complete their term, any member appointed to fill such vacancy shall be appointed to serve the remainder of the unexpired term.
 - E. Members of the Steering Commission shall not serve more than two (2) four-year terms as a member of the Steering Commission. Any partial term a member may serve pursuant to Section 2.E. of this resolution or an initial two-year term shall not count as a term for purposes of this term limitation.
 - F. Members of the Steering Commission serve at the pleasure of the governing body that has appointed them to the Steering Commission.
 - G. If a member of the Steering Commission no longer meets the member eligibility specifications stated within this section (e.g., if such member is no longer a Sedgwick County Fire District Number One taxpayer due to moving out of the district), such member shall submit their resignation from the Steering Commission.

Section 3. Purpose.

The Steering Commission shall act in an advisory capacity only to the Board of County Commissioners sitting as the governing body for Sedgwick County Fire District Number One. The scope of the Steering Commission shall include any matters pertaining to Sedgwick County Fire District Number One, except those items included in this section. These items may include, but are not limited to the following: human resources policies, information technology, salary and pay policies, operation and staffing of fire stations, and any operational policies of Sedgwick County Fire District Number One. The Steering Commission would not act in an advisory

capacity or have access to information regarding matters pertaining to specific individuals' employment and/or disciplinary matters, information protected by attorney-client privilege, and other private, personal, or otherwise confidential information.

Section 4. Meetings.

All meetings of the Steering Commission shall be held in accordance with the Kansas Open Meetings Act (K.S.A. 75-4317, *et seq.*) and such meetings shall be held within property owned by Sedgwick County Fire District Number One. The Sedgwick County Fire Chief or his/her designee(s) shall staff Steering Commission meetings. The Sedgwick County Fire Chief or his/her designee(s) shall be responsible for ensuring compliance with the Kansas Open Meetings Act, receiving requests for notice of meetings, and, if applicable, the preparation of agendas for Steering Commission meetings.

Section 5. Effective Date.

This resolution shall become effective upon its adoption.

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Commissioners present and voting were:

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|-------------------|-------|
| PETER F. MEITZNER | _____ |
| SARAH LOPEZ | _____ |
| DAVID T. DENNIS | _____ |
| LACEY D. CRUSE | _____ |
| JAMES M. HOWELL | _____ |

Dated this _____ day of _____, 2022.

BOARD OF COUNTY COMMISSIONERS
OF SEDGWICK COUNTY, KANSAS
SITTING AS THE GOVERNING BODY
OF SEDGWICK COUNTY FIRE
DISTRICT NUMBER ONE

ATTEST:

KELLY B. ARNOLD, County Clerk

DAVID T. DENNIS, Chairman
Commissioner, Third District

SARAH LOPEZ, Chair Pro Tem
Commissioner, Second District

APPROVED AS TO FORM:

JUSTIN M. WAGGONER
Assistant County Counselor

PETER F. MEITZNER
Commissioner, First District

LACEY D. CRUSE
Commissioner, Fourth District

JAMES M. HOWELL
Commissioner, Fifth District