

# KENAI PENINSULA BOROUGH

## Kenai Peninsula Borough Assembly

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Kelly Cooper, Assembly President  
Wayne Ogle, Vice President

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### MEMORANDUM

**TO:** Members, Kenai Peninsula Borough Assembly

**FROM:** Kelly Cooper, Assembly President (B) for K.C.  
Wayne Ogle, Assembly Vice-President (B) for W.O.

**DATE:** March 23, 2017

**SUBJECT:** Ordinance 2017-06, Amending KPB Chapter 22.40 to Add Provisions  
Governing Telephonic Participation in Assembly Meetings by Assembly  
Members (Cooper, Ogle)

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As the elected leadership of the current assembly, we believe it is important to establish guidelines regarding telephonic participation of assembly members due to the increasing number of meetings attended telephonically by assembly members. Being physically present during assembly meetings is very important, as it allows for significantly improved communication, both verbal and non-verbal, with the other assembly members, the mayor, staff and members of the public. Everyone involved loses valuable aspects of the proceedings when members attend telephonically.

This ordinance establishes procedures for telephonic assembly participation. It clarifies the preference is for all assembly members to be physically present for scheduled assembly meetings. If an assembly member intends to attend an assembly meeting telephonically they are to notify the borough clerk at least five days before the scheduled assembly meeting and the clerk shall notify the assembly at least three days before the scheduled assembly meeting. If an assembly member has attended three regular meetings telephonically since the most recent November 1, then any subsequent telephonic appearances must be approved by the body for good cause. Good cause may include, but is not limited to, absence required for medical care for the assembly or member of their immediate family. This limitation does not apply to special assembly meetings and is not retroactive. If an assembly member's presence by telephonic participation is denied that shall be considered an unexcused absence.

We believe that it is important as elected officials that assembly members make reasonable efforts to attend in person every assembly meeting to properly fulfill their duties as an elected official. Your favorable consideration of this ordinance would be appreciated.