

City of Canton
Executive Order 2016-001
Re-Establishment of the Mayor's Neighborhood Commission

WHEREAS, Executive Order 2011-001, enacted on February 14, 2011, created the Mayor's Neighborhood Commission; and

WHEREAS, the Commission in its former composition last met in May 2014, and since then has been essentially defunct; and

WHEREAS, the current administration desires to reaffirm the Mayor's Neighborhood Commission, with amendments to the purpose and membership of the Commission; and

NOW, THEREFORE, I, Thomas M. Bernabei, Mayor of the City of Canton, under the authority conferred by the State of Ohio, hereby order that:

I. There is hereby established and reconfirmed the Mayor's Neighborhood Commission.

II. POWERS AND DUTIES

A. The Commission shall serve as a forum to facilitate conversations between neighborhood associations and city government.

B. The Commission shall discuss and develop solutions for issues in neighborhoods in Canton.

C. The Commission shall discuss and develop programs for neighborhood revitalization, and to encourage home ownership.

D. The Commission shall report to the Mayor at his request, and submit an annual report of its operations to the Mayor, which shall include any recommendations for improving the functions of the Commission.

E. Members of the Commission shall not act on any matter in which s/he has a conflict of interest.

III. COMMISSION MEMBERSHIP

The Mayor's Neighborhood Commission shall consist of fourteen (14) members:

- Mayor
- Law Director or designee
- Director of Public Service
- Director of Public Safety
- Director of Development
- Two (2) members of Council, appointed by the Council Majority Leader

- Director of Community Engagement, Stark Community Foundation
- Six (6) members of the public, appointed by the Neighborhood Leadership Council

In addition to above-mentioned Commission members, the Mayor may temporarily appoint individuals to serve as consultants or render advice on an ad hoc basis concerning specific issues that come before the Commission.

A. Commission Leadership

The Mayor shall serve as chair of the Commission, and shall appoint a Recording Secretary.

B. Residency Requirement

Any member of the Commission must be either a resident of the City of Canton, or work or own a business in the City of Canton which obligates the individual to pay City income taxes.

C. Term of Appointments

- (a) Elected or appointed City of Canton officials and the Stark County Community Foundation Director of Community Engagement shall serve ex-officio through the course of their term or appointment.
- (b) Members appointed by the Neighborhood Leadership Council shall serve terms of three years, expiring on the same day of the same month as the term it succeeds. In reestablishing membership, initial appointments shall have staggered one-, two-, and three-year terms. All subsequent appointments shall be for three-year terms.
- (c) Members may be reappointed with no term limits.

D. Vacating Appointments

- (a) The Mayor may remove members for just cause, which shall include non-attendance.
- (b) In the event of a vacancy on the Commission for any reason, the Mayor shall appoint a new member, who shall serve the balance of the unexpired term.

E. Compensation

Members shall serve without compensation.

F. Application Process

Interested residents shall complete the Mayor's Boards and Commissions Application and submit it to the attention of:

Office of the Mayor
Boards and Commissions
218 Cleveland Ave SW
Canton, Ohio 44702

Fax: 330-489-3282

IV. RULES AND PROCEDURES

The Commission shall adopt rules and regulations of the procedure which it may change with the approval of the chair and by a two-thirds vote of approval of the body. However, no rule or regulation shall be in conflict with any statute, ordinance, collective bargaining agreement, or law. Such rules and regulations shall fix the time and place of regular meetings and shall provide for special meetings, for appearances by private citizens before the Commission, and for such other matters that are pertinent to the operation of the Commission.

A. Open Meetings

Any requirements of Ohio's Sunshine Law and Public Records Act that applies to the Commission shall be followed.

B. Meeting Frequency

The Commission shall meet bi-monthly at a regularly scheduled time and place to carry on the Commission's business, with more frequent meetings when necessary, to be scheduled at the request of the co-chairs. The Secretary of the Commission shall be responsible for the sending of all meeting notices to Commission members and to the public as required by law.

C. Quorum

A quorum of the full Commission shall consist of seven (7) members. No formal decision shall be made unless a quorum is present. The affirmative vote of the majority of the members present at any meeting, when those present constitute a quorum at any regular or special meeting, shall be necessary to pass any resolution or make any decision or recommendation on behalf of the Commission.

D. Recordkeeping

The Commission shall keep written minutes of all meetings held and all business transacted. The Secretary of the Commission shall be responsible for the performance of these duties.

IN WITNESS WHEREOF, I have hereunto signed my name and caused the seal of the City of Canton to be affixed this 11th day of May, 2016.



A handwritten signature in blue ink, which appears to read "Thomas M. Bernabei", is written over a horizontal line.

Thomas M. Bernabei
Mayor, City of Canton