

**Kansas City, Kansas
Board of Public Utilities
Resolution No. 5284
Community Engagement Committee**

WHEREAS, the Kansas City, Kansas Board of Public Utilities “Board” is given the responsibility by Charter Ordinance No. 5-01 as amended to exclusively manage, operate, maintain and control the daily operation of the Water Department and the Electric Department of the City of Kansas City, Kansas; and

WHEREAS, the Elected Board of the Kansas City Board of Public Utilities realizes some community concerns require a more concentrated and focused communication route for information from the community to reach the entire Board of Directors and relevant BPU staff;

WHEREAS, the Elected Board deems it important to form a Community Engagement Committee (“CEC”) to provide a roundtable process for community members to offer feedback and concerns directly to the CEC BPU Board Members for increased awareness and dissemination to the entire Elected Board and appropriate BPU staff for potential action(s).

THEREFORE, the Elected Board wishes to adopt the following Policy creating and setting out guidelines for the Community Engagement Committee.

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF
THE KANSAS BOARD OF PUBLIC UTILITIES AS FOLLOWS:**

The following Community Engagement Policy is hereby adopted to be effective May 17, 2023 and shall be included in the Board of Directors Section of the BPU Policies to be numbered and formatted as appropriate.

1.0 Purpose of the Community Engagement Committee

1.1 The Board of Directors of the Kansas City Board of Public Utilities (“Elected Board”) realize some community concerns require a more concentrated and focused communication route for information from the community to reach the entire Elected Board and relevant BPU staff.

1.2 Therefore, the Elected Board deems it important to form a Community Engagement Committee (“CEC”) to provide a roundtable process for community members to offer feedback and concerns directly to the CEC BPU Board Members for increased awareness and dissemination to the entire Elected Board and appropriate BPU staff for potential action(s).

2.0 Composition of the Community Engagement Committee; Community Ambassador Qualifications

2.1 The CEC shall be comprised of three BPU Elected Board Members (“Board Committee Members”), one of which shall be designated the “CEC Chair” by the other Board Committee Members.

2.2 The CEC shall also be comprised of up to 10 community members who shall be designated as “Community Ambassadors.” Such Community Ambassadors shall be: (a) residents or small businesses of Wyandotte County, Kansas for at least the last consecutive 12 months; (b) current BPU customers; and (c) willing to serve a minimum two-year term on the CEC (“Ambassador Term”) (collectively, (a), (b) and (c) are referred to as the “Ambassador Qualifications”).

3.0 Application Process

3.1 Community Ambassadors shall be required to submit an application of interest according to the process outlined in this section.

3.2 The inaugural Application Process shall be initiated within two weeks of the Elected Board’s approval of the Resolution adopting the framework for the CEC. Applicants shall have a period of 45 days (the “Application Window”) within which to submit Applications.

3.3 The Elected Board shall appoint at least three persons from Wyandotte County, Kansas to serve on a Steering Committee to choose the Community Ambassadors to participate in the CEC. Each Application will be verified by the Steering Committee, in conjunction with BPU Staff, to be compliant with the qualifications identified above. Within 10 business days following the Application Window, the Steering Committee shall submit up to 10 qualified applicants to serve as Community Ambassadors, plus up to three alternates (“Alternate Ambassadors”).

3.4 At any time during the Ambassador Term, if any Community Ambassador no longer meets the Ambassador Qualifications, or is absent for fifty percent or more of all meetings in a given year, such Ambassador is required to inform the Board Committee Members and resign such Ambassador’s position. The Board Committee Members shall replace the position vacated by the Ambassador who resigned from the list of Alternate Ambassadors. If no Alternate Ambassador is qualified or desires to serve as of that time, then the number of Community Ambassadors shall consist of one fewer Ambassador.

4.0 Assessment of Effectiveness of the Community Engagement Committee

Prior to the completion of the second full year the CEC, the Elected Board Members and Community Ambassadors shall meet to discuss the effectiveness of the inaugural CEC and its process to determine if any changes need to be made. If the full CEC decides changes are required, they will present such changes to the full Elected Board for approval through a resolution. If no changes are required, then the Application Process outlined above will again be used to select new Community Ambassadors and Alternate Ambassadors.

5.0 Meeting Information

Meetings of the full CEC will occur quarterly on such dates that will be identified in advance. The duration of the meetings shall be for up to 1.5 hours, but the duration and/or frequency of meetings may be adjusted by Board Committee Members based on necessity. The CEC Chair shall direct the meetings. All meetings are considered public meetings and subject to the Kansas Open Meetings Act.

6.0 Community-Identified Issues

6.1 Board Committee Members will solicit concern(s)/question(s)/issue(s) ("Community-Identified Issues") from Community Ambassadors and will prioritize the Community-Identified Issues to facilitate a sequence for discussion topics at quarterly CEC meetings.

6.2 Community Ambassadors will be notified of the Community-Identified Issues in advance.

6.3 If any one Community-Identified Issue is presented to the Board Committee Members by more than two Community Ambassadors prior to any quarterly meeting, such Issue may be prioritized by the Board Committee Members.

7.0 BPU Staff Assistance and Resources

7.1 Board Committee Members may request appropriate policies and/or documentation that may be pertinent to meeting topics. Copies of such policies shall be available for all Community Ambassadors and shall be publicly available.

7.2 Board Committee Members may request relevant BPU Staff members to be in attendance for CEC meeting(s) based on availability. Board Committee Member requests will be addressed through the BPU General Manager.

The foregoing resolution is adopted by the Board of Public Utilities of Kansas City,

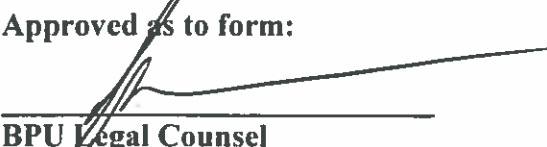
Kansas, this _____ day of _____, 2023.

THE BOARD OF PUBLIC UTILITIES OF KANSAS CITY, KANSAS

By 
Rose Mulvany Henry, President

ATTEST:

Robert Milan Sr., Secretary

Approved as to form:

BPU Legal Counsel