RECOMMENDATIONS FOR THE GOVERNMENTAL PROCESSES COMMITTEE

General Services Department

May 15, 2025

BACKGROUND

PREVIOUS COMMITTEE/COUNCIL MEETINGS

July 2022 – ICGC received and discussed an update to the City Council Rules of Procedure and Order of Business related to the number and role of Boards and Commissions. It was requested that the item be continued for further discussion.

Septembers 2022 – ICGC once again discussed the number and role of Boards and Commissions. Staff was directed to review the topic outside of the City Council Rules of Procedure and Order of Business and bring to a later discussion.

June 2023 – As a preliminary exploration of structural changes, the Airport Commission received a proposal to merge with the Transportation Board. The Airport Commission did not support the merge, citing distinct responsibilities and technical focus.

March 2024 – The Budget Engagement Commission received a proposal to reduce their membership from 18 to 11. Following discussion, the Commission voted to recommend amending the RMC to move forward with the reduction in membership.

GUIDING QUESTIONS

- Are the number and scope of Boards and Commissions appropriate?
- Is membership size optimized for functionality?
- Are quorum and attendance issues affecting performance?
- Are there opportunities to consolidate or streamline?
- Is there a need for a standard governance framework?

DISCUSSION

Boards and Commissions serve as advisory bodies that provide recommendations to the Mayor and the City Council.

16 Boards & Commissions

150+ Volunteer members

GOVERNING DOCUMENT

City Charter

1. Planning Commission
2. Human Resources Board
3. Board of Library Trustees
4. Park and Recreation Commission
5. Community Police Review Commission
6. Board of Public Utilities

❖ **9 members each**

Municipal Code

- All 10 other Boards and Commissions

❖ **Varying membership numbers**

MEMBERSHIP ISSUES

Difficulty Meeting Quorum

- 18 Board and Commission meetings canceled in 2024 due to lack of quorum

Challenges Filling Vacancies and Maintaining Appointments

- 31 vacant seats across all Boards and Commissions

BOARD AND COMMISSION RESOLUTION

- Each Board or Commission is currently governed by their own unique set of Standing Rules or Bylaws
- Is there a need for a standard Board and Commission Resolution similar to the City Council Rules of Procedure and Order of Business?

STRATEGIC PLAN ALIGNMENT

Strategic Priority 5 – High Performing Government

Goal 5.3 – Enhance communication and collaboration with community members to improve transparency, build public trust, and encourage shared decision-making.

Cross-Cutting Threads

- Community Trust
- Fiscal Responsibility
- Sustainability & Resiliency
- Equity
- Innovation

RECOMMENDATIONS

That the Commission on Disabilities:

provide feedback, suggestions, or recommendations for consideration in future review sessions conducted by the Governmental Processes Committee.