



REVIEW OF CITY COUNCIL RULES OF PROCEDURE AND ORDER OF BUSINESS – NUMBER AND ROLE OF BOARDS AND COMMISSIONS

City Manager's Office

Inclusive, Community Engagement & Governmental Processes Committee

July 6, 2022

BACKGROUND

On January 5, 2022 - Inclusiveness, Community Engagement, and Governmental Processes Committee (ICGC) received and discussed a schedule to review nine Rules of Procedure and Order of Business items. Through discussion, the Committee added three additional items for review to the schedule and requested the discussion item be presented to Council for input.

On February 15, 2022, City Council received and discussed a schedule to review twelve Rules of Procedure and Order of Business items. Through discussion, the Council added additional items for review. The revised schedule of proposed items for review is included as Attachment A.

Over the next six months, ICGC will review and discuss Resolution items with proposed changes forwarded to City Council for discussion with a comprehensive report of committee recommendations and draft Resolution presented to City Council at a later date.

DISCUSSION

July 7, 2022, review Item(s) include:

Section XIII, B – Referral of Matters to City Council Standing Committees

6. Boards and Commissions, by majority of vote, may forward matters to any City Council Standing Committee, as appropriate.
 - Board and Commissions outlined in Resolution 23618 include: Airport Commission, Budget Engagement Commission, Community Police Review Commission, Cultural Heritage Board, Commission on Disabilities, Board of Ethics, Human Relations Commission, Human Resources Board, Board of Library Trustees, Commission on Aging, Museum of Riverside Board, Park and Recreation Commission, Board of Public Utilities, and Transportation Board.



REVIEW OF CURRENT PROCESS USED

City Charter:

- Section 806 – Planning Commission
- Section 807 – Human Resources Board
- Section 808 – Board of Library Trustees
- Section 809 – Park and Recreation Commission
- Section 810 – Community Police Review

Section 800



REVIEW OF CURRENT PROCESS USED

Airport Commission

Budget Engagement
Commission

Cultural Heritage Board

Commission on Disabilities

Board of Ethics

Human Relations Commission

Commission on Aging

Museum of Riverside Board

Board of Public Utilities

Transportation Board



ADVANTAGES TO CURRENT PROCESS

- Through the use of boards and commissions policy, procedure, and budget recommendations are discussed at a commission level with recommendations forwarded to Council Standing Committee for review. The existing process allows for recommendations to be thoroughly reviewed prior to City Council consideration.
- Resident participation in boards and commissions promotes community engagement and allows residents to make recommendations to City processes.
- Through participation in boards and commissions residents bring a broad range of ideas and expertise to public decision-making.
- Broadcasts of board and commission meetings allow for public comment and feedback on agenda items/discussions.
- The current number of seats on existing boards and commissions allows 154 members of the community to be actively involved.



DISADVANTAGES TO CURRENT PROCESS

- Boards of Commissions with a large number of seats struggle to meet quorum and/or fill vacant seats.
- Many boards and commissions lack discussion items enabling the ability to meet monthly as directed in City Charter 804. Similarly, the content of agenda items can often result in a meeting that is completed in less than an hour.
- Costs associated with development of report items, compliance with the Brown Act and Sunshine Ordinance, as well as broadcasting board and commission meetings are incurred regardless of whether the meeting meets quorum.
- The focus of current boards and commissions may not align with the established strategic priorities outlined in the Envision Riverside 2025 Strategic Plan.
- Role or focus of the board or commission is currently not identified in Resolution 23618.

OTHER CITIES PROCESSES/PRACTICES

	Budget	Parks	Cultural	Youth	Planning	Library
Anaheim	X	X	X	X	X	X
Bakersfield		X		X	X	
Chula Vista		X	X	X	X	X
Fresno				X		
Irvine	X				X	
Long Beach		X	X	X	X	
Oakland	X	X	X	X	X	X
Sacramento		X	X	X	X	
Santa Ana		X	X	X	X	
Stockton		X	X		X	

PROPOSED RECOMMENDATIONS

Strategic Priority	Board/Commission
Arts, Culture and Recreation	Cultural Heritage Board Board of Library Trustees Commission on Aging Museum of Riverside Board Park and Recreation Commission
Community Well-Being	Community Police Review Commission Commission on Disabilities Human Relations Commission Commission on Aging
Economic Opportunity	Budget Engagement Commission Planning Commission
Environmental Stewardship	Park and Recreation Commission Board of Public Utilities Transportation Board
High Performing Government	Budget Engagement Commission Community Police Review Commission Board of Ethics Human Resources Board Board of Public Utilities
Infrastructure, Mobility & Connectivity	Airport Commission Commission on Disabilities Park and Recreation Commission Planning Commission Board of Public Utilities Transportation Board

PROPOSED RECOMMENDATIONS

- Consolidate boards and commissions with similar focus:
 - Expansion of the Planning Commission to include the responsibilities/purview of the Airport Commission.
 - Consolidation of the Commission on Disabilities, Human Relations Commission, and Commission on Aging to a Diversity, Equity, and Inclusion Commission.
 - Consider the addition of an Arts Commission or expanding the Cultural Heritage Board to include a focus on public art.
- Consider adding the Charter Review Committee, Model Deaf Community Committee, and Historical Preservation Fund Committee to Resolution 23618.
- Identify the role or focus of boards and commissions to resolution.

STRATEGIC PLAN ALIGNMENT

Strategic Priority No. 5 – High Performing Government

Goal No. 5.2 – Utilize technology, data, and process improvement strategies to increase efficiencies, guide decision making, and ensure services are accessible and distributed equitably throughout all geographic areas of the City.

Cross-Cutting Threads



Community Trust



Fiscal Responsibility



Sustainability &
Resiliency



Equity



Innovation

RECOMMENDATIONS

That the Inclusiveness, Community Engagement, and Governmental Processes Committee:

1. Provide any recommendations deemed necessary to the current and/or proposed City Council Rules of Procedure and Order of Business related to the number and role of Boards and Commissions as documented in Resolution No. 23618; and
2. Request staff bring forth any specific language recommendations along with a corresponding resolution to the full City Council for discussion.