



*City of Arts & Innovation*

# Inclusiveness, Community Engagement, & Governmental Processes Committee Memorandum

**TO: INCLUSIVENESS, COMMUNITY ENGAGEMENT, & GOVERNMENTAL PROCESSES COMMITTEE**

**DATE: JULY 1, 2020**

**FROM: CITY MANAGER'S OFFICE**

**WARDS: ALL**

**SUBJECT: REVIEW OF CITY'S BOARDS AND COMMISSIONS**

## **ISSUE:**

Receive an update of existing City boards and commissions for potential consolidation or clarification of roles.

## **RECOMMENDATION:**

That the Inclusiveness, Community Engagement, & Governmental Processes Committee review the existing City boards and commissions and provide direction to staff on potential consolidation or clarification of roles.

## **BACKGROUND:**

On April 17, 2017, the former Governmental Affairs Committee, with Chair Melendrez, Vice Chair Gardner, and Member Davis present, reviewed the City's Boards and Commissions and following discussion unanimously approved the current list of Boards and Commissions and their scope of work as presented in the report and requested that staff return to the City Council Governmental Affairs Committee, now known as the Inclusiveness, Community Engagement, and Governmental Processes Committee, for discussion in three (3) years.

On February 4, 2020, the Mayor's Nominating and Screening Committee unanimously recommended forwarding to the City Council adoption of a resolution amending the City Council Rules of Procedure and Order of Business to rename City Council Standing Committees, repurpose to redefined topic areas, and refresh referral pairings with City boards and commissions to reflect the amended Committee structure. Further, the Committee recommends the current Committee assignments be transferred without change to the repurposed Committees as shown in the attached roster.

On March 3, 2020, the City Council approved the Mayor's Nominating and Screening Committee recommendations to:

1. Repurpose City Council Standing Committee names, topic areas, and referrals;
2. Request the City Attorney to prepare a resolution amending the City Council Rules of Procedure and Order of Business to reflect the changes to City Council Standing Committee names, topic areas, and referrals; and
3. Request City Council preferences for service on the new Committees for recommendation to the City Council.

The new committee names, topic areas, and board/commission referrals reflects current issues of greatest concern in the community and balances the topic area workload among the Committees. The updated board/commission pairing for referrals reflects the repurposed Committee structure.

On April 7, 2020, the City Council adopted a resolution amending the City Council Rules of Procedure and Order of Business to rename and repurpose City Council Standing Committee names, topic areas, and board/commission referrals and requested the Mayor's Nominating and Screening Committee to evaluate City Council preferences for service and seniority and recommend an appointment roster.

### **DISCUSSION:**

Attached is a chart which provides the following information for each City board and commission:

- Brief description
- Whether the board / commission is Charter mandated
- Primary Council committee to which the board / commission could refer items
- Schedule and location of meetings
- Meeting recording method (audio only, or video and audio)

The City Council is being asked to review the existing Boards and Commissions to determine if there is potential for consolidation or if there is a need for clarification of their roles.

### **FISCAL IMPACT:**

There is no fiscal impact associated with this report.

Prepared by: Lea Deesing, Assistant City Manager  
Certified as to  
availability of funds: Edward Enriquez, Chief Financial Officer/Treasurer  
Approved by: Al Zelinka, FAICP, City Manager  
Approved as to form: Gary G. Geuss, City Attorney

Attachments:

1. Standing Committees
2. Board / commission review chart
3. Presentation