



## REVIEW OF CITY BOARDS AND COMMISSIONS

City Manager's Office

Inclusiveness, Community Engagement,  
& Governmental Processes Committee  
July 1, 2020

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### BACKGROUND

April 17, 2017 - Former Governmental Affairs Committee, reviewed City's Boards and Commissions; approved current list of Boards and Commissions and their scope of work as presented; and requested staff return to Committee for discussion in 3 years.

February 4, 2020 - Mayor's Nominating and Screening Committee forwarded for City Council approval a recommendation 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.



2

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## BACKGROUND

March 3, 2020 – City Council approved the recommendation of the Mayor’s Nominating and screening Committee and requested that City Attorney prepare a resolution

April 7, 2020 - 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



3

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## BOARD ADMINISTRATION

- Board of Public Utilities – Public Utilities Department
- Board of Library Trustees – Library Department
- Museum of Riverside Board – Museum Department
- Board of Ethics – City Clerk’s Office
- Cultural Heritage Board – Community and Economic Development Department
- Human Resources Board – Human Resources Department
- Transportation Board – Public Works



4

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## COMMISSION ADMINISTRATION

- Airport Commission – General Services Department
- Budget Engagement Commission – Finance Department
- Commission on Disabilities – General Services Department
- Community Police Review Commission – City Manager’s Office
- Historic Preservation Commission – Community and Economic Development Department
- Human Relations Commission – Mayor’s Office
- Commission on Aging – Parks, Recreation and Community Services Department
- Parks and Recreation Commission – Parks, Recreation and Community Services Department
- Planning Commission – Community and Economic Development Department



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| Board/Commission          | Brief Description                                                                                                                                                                                                                                                                                                                                                                                                                                        | Charter Mandated  | Primary Council Committee              | Schedule of Meetings                     | Location of Meetings                  | Recording Method |
|---------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|----------------------------------------|------------------------------------------|---------------------------------------|------------------|
| Airport Commission        | Nine members act in an advisory capacity to the Mayor and City Council in all matters pertaining to administration, operation, development, improvement, and maintenance of the Airport.                                                                                                                                                                                                                                                                 | No , RMC 2.60     | Mobility and Infrastructure            | 2nd Thursday of month at 3 p.m.          | Art Pick Council Chamber              | Audio and Video  |
| Board of Ethics           | Panels of five selected from the nine-member Board of Ethics convene, as needed, to hear complaints filed under the thirteen prohibited behaviors of the Code of Ethics and Conduct, for example, Use of Official Title or Position for Personal Gain Prohibited and Use of City Resources for Non-City Purposes Prohibited. The Board also annually reviews the effectiveness of the Code of Ethics and Conduct for recommendation to the City Council. | No , RMC 2.80     | Inclusiveness and Community Engagement | 1st Thursday of month at 5 p.m.          | Art Pick Council Chamber              | Audio and Video  |
| Board of Library Trustees | Nine members advise the Mayor and City Council on all matters pertaining to the administration, scope, operations, development, and enhancement of the Library.                                                                                                                                                                                                                                                                                          | Yes, Section 808  | Safety, Wellness, and Youth            | 4th Monday of month at 5 p.m.            | Various locations determined by Board | Audio and Video  |
| Board of Public Utilities | Nine members advise the Mayor and City Council and carry out Charter delegated responsibilities to review and approve expenditures, operations, and policies of the Electric and Water Utility.                                                                                                                                                                                                                                                          | Yes, Section 1201 | Mobility and Infrastructure            | 2nd and 4th Monday of month at 6:30 p.m. | Art Pick Council Chamber              | Audio and Video  |

6



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| Board/Commission                   | Brief Description                                                                                                                                                                                                                                                                                                                                                                                                      | Charter Mandated              | Primary Council Committee                | Schedule of Meetings                                  | Location of Meetings     | Recording Method |
|------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|------------------------------------------|-------------------------------------------------------|--------------------------|------------------|
| Budget Engagement Commission       | Nine resident members and nine business members advise the Mayor and City Council on spending and policy priorities based on information received through quarterly financial and performance reports including revenues from transaction and use tax, work with City staff to maximize public engagement on municipal budgetary issues, and provide input on performance measures and reporting programs.             | No, RMC 2.90                  | Financial Performance and Budget         | Thursday following the 2nd Tuesday of month at 5 p.m. | Mayor's Ceremonial Room  | Audio and Video  |
| Commission on Aging                | Eleven Member act in an advisory capacity to the Mayor and City Council on all matters pertaining to senior citizens and their needs. This Commission requires its members to be at least 55 years old and not be paid representatives of an elderly service.                                                                                                                                                          | No, RMC 2.64                  | Safety, Wellness, and Youth              | 3rd Monday of month at 6:30 p.m.                      | Art Pick Council Chamber | Audio and Video  |
| Commission on Disabilities         | Eleven Members advise the Mayor and City Council on all matters affecting persons with disabilities in the community. Commission members review community policies, programs, and actions that affect persons with disabilities and make appropriate recommendations to the City Council.                                                                                                                              | No, RMC 2.66                  | Safety, Wellness, and Youth              | Bi-monthly, 3rd Thursday of month at 5:30 p.m.        | Art Pick Council Chamber | Audio and Video  |
| Community Police Review Commission | Nine members advise the Mayor and City Council on all police/community relations issues, conduct public outreach to educate the community on the purpose of the Commission, receive, review, and investigate, through its manager, complaints of alleged sworn police employee misconduct, conduct hearings, and make findings to advise the Police Department on matters pertaining to police policies and practices. | Yes, Section 810 and RMC 2.76 | Safety, Wellness, and Youth              | 4th Wednesday of month at 5 p.m.                      | Art Pick Council Chamber | Audio and Video  |
| Cultural Heritage Board            | Nine members make recommendations to the Mayor and City Council for the preservation of all historical objects, events, structures and sites.                                                                                                                                                                                                                                                                          | No, RMC 20.10                 | Land Use, Sustainability, and Resilience | 3rd Wednesday of month at 3:30 p.m.                   | Art Pick Council Chamber | Audio and Video  |


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| Board/Commission                | Brief Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Charter Mandated                                   | Primary Council Committee                | Schedule of Meetings                | Location of Meetings     | Recording Method |
|---------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------|------------------------------------------|-------------------------------------|--------------------------|------------------|
| Human Relations Commission      | Fifteen members advise the Mayor and City Council on issues of discrimination and advocate for equal opportunity, justice, and access to services and opportunities. The Commission engages in activities designed to aid in the elimination of prejudice, intolerance, and discrimination against individuals or groups because of race, color, religion, national origin, language, citizenship status, sex, sexual orientation, gender identity, gender expression, or cultural background. The Commission empowers communities and institutions by promoting an informed and inclusive multicultural society. | No, RMC 2.16                                       | Mayor's Nominating and Screening         | 4th Thursday of month at 6 p.m.     | Art Pick Council Chamber | Audio and Video  |
| Human Resources Board           | Nine members act in an advisory capacity to the Mayor and City Council on matters related to personnel administration such as employment opportunities, equal employment opportunity, and policies and procedures impacting Human Resources among other issues. The Board meets periodically with different department heads on a monthly basis to receive department profiles related to activities, staffing, and moral.                                                                                                                                                                                        | Yes, Section 807 and RMC 2.36.030                  | Inclusiveness and Community Engagement   | 1st Monday of month at 5 p.m.       | Art Pick Council Chamber | Audio and Video  |
| Museum of Riverside Board       | Nine members serve in an advisory capacity to the Mayor and City Council in matters pertaining to museum scope, growth and development, care, maintenance, daily operations, and activities.                                                                                                                                                                                                                                                                                                                                                                                                                      | No, RMC 2.12                                       | Safety, Wellness, and Youth              | 4th Wednesday of month at 3 p.m.    | Museum Conf. Room        | Audio and Video  |
| Parks and Recreation Commission | Nine members act in an advisory capacity to the Mayor and City Council on all matters pertaining to parks, recreation, parkways, and street trees.                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Yes, Section 809                                   | Safety, Wellness, and Youth              | 3rd Monday of month at 6:30 p.m.    | Art Pick Council Chamber | Audio and Video  |
| Planning Commission             | Nine member act in an advisory capacity to the Mayor and City Council on proposed changes to the General Plan for the physical development of the City, make recommendations on proposed zoning and land use, and exercise control over land subdivisions and development applications.                                                                                                                                                                                                                                                                                                                           | Yes, Section 806 and RMC 19.050.030 and 19.050.080 | Land Use, Sustainability, and Resilience | Every 2 weeks on Thursday at 9 a.m. | Art Pick Council Chamber | Audio and Video  |
| Transportation Board            | Nine Members act in an advisory capacity to the Mayor and City Council in matters pertaining to public parking and the operation and management of the City streets systems and recommend traffic regulations.                                                                                                                                                                                                                                                                                                                                                                                                    | No, RMC 2.62                                       | Mobility and Infrastructure              | 1st Wednesday of month at 5:30 p.m. | Art Pick Council Chamber | Audio and Video  |


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## 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.



9

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