



REVIEW OF BOARD OF ETHICS MEMBERSHIP, ROLE, POTENTIAL CONSOLIDATION AND GOVERNANCE RESOLUTION

Community & Economic Development Department

Cultural Heritage Board

Agenda Item: 5

June 18, 2025

BACKGROUND - CHB

- Established in 1968
- Membership and Role – Chapter 20.10
- CLG Requirements
 - 5 members
 - 2 meet SOIS Professional Qualifications
 - Meet at least 4 times annually
 - Attend one training a year

BACKGROUND – BOARD/COMMISSION REVIEW

- July 6, 2022 – ICGC reviewed number and roles of Boards/Commissions; item continued
- On May 7, 2025, Governmental Processes Committee reviewed:
 - boards and commission membership structure
 - consolidation opportunities,
 - development of citywide governance resolution.
- Board/Commission feedback requested

MEMBERSHIP, ROLE, CONSOLIDATION

- Is membership size optimized for functionality?
- Are quorum and attendance issues affecting performance?
- Are there opportunities to consolidate or streamline with another board?

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?

BOARD AND COMMISSION RESOLUTION

Is there a need for a standard governance framework that would cover:

1. Appointment process and number of members
2. Role and responsibilities of each board and commission
3. Quorum requirements
4. Procedural matters of meetings
5. Training requirements
6. Participation and engagement requirements

STRATEGIC PLAN ALIGNMENT



Strategic Priority No. 2 – Community Well Being

Goal No. 2.3 - Strengthen neighborhood identities and improve community health and the physical environment through amenities and programs that foster an increased sense of community and enhanced feelings of pride and belonging citywide.

Strategic Priority No. 5 – High Performing Government

Goal No 5.3 - Enhance communication and collaboration with community members to improve transparency, build public trust, and encourage shared decision-making

Cross-Cutting Threads

RECOMMENDATION

That the Cultural Heritage Board conduct a review of the Board membership structure, roles, potential consolidation opportunities and the development of a Citywide governance resolution and provide any recommendations to Staff.