TO: Elizabeth Pauli, City Manager
FROM: Lisa Woods, Assistant to the City Manager and Latasha Ware, Management Fellow
COPY: Government Performance and Finance Committee; Andy Cherullo, Finance Director
PRESENTER: Lisa Woods, Assistant to the City Manager; Latasha Ware, Management Fellow;
                    Korbett Mosesly, Management Analyst
SUBJECT: Update on The City's Resident Committees, Boards, and Commission's Processes
DATE: December 3, 2019

PRESENTATION TYPE:
Informational Briefing

SUMMARY:
The City currently provides staffing for 11 commissions, seven boards, three committees, two task forces, and three special interest groups. Each resident Committee, Board, and Commission (CBCs) is tasked with carrying out duties as designated in the legislation that established them and/or provide the City Council with recommendations on a specific area of service. We found variances in staffing support with all CBCs. The City Manager's Office worked in partnership with other City departments conducted a survey that sought to understand what differences are occurring and how to best improve support to each group. The steering team of this work group will present the survey findings.

BACKGROUND:
There is no language in the City Charter or Municipal Code regarding the overall purpose and roles of CBC's. Each group was established through different forms of legislation whether it be City Charter, Resolution, Ordinance. Similar to varying forms of establishment, each group is provided varying levels of staff support and each group's role is described differently per their establishing piece of legislation. The Committees, Boards, and Commission of the City would benefit from the standardization of best practices.

ISSUE:
There is no consistency in the oversight for on-boarding or training of newly appointed members as they execute their designated duties.

ALTERNATIVES:
This is an informational briefing only.

FISCAL IMPACT:
This is an informational briefing only.

RECOMMENDATION:
This is an informational briefing only.