

Committee Consultant Brief and Recommendation

Ordinance Amending the Municipal Code Relating to the Permanent Rules of the City Council, including Council Committees and Communication Requests to the Council

September 25, 2013 R&ED Committee, Item #4

ITEM SUMMARY

On June 19, 2013 the Rules and Economic Development Committee voted to recommend adoption of Chair Lightner's recommended revisions to the Permanent Rules of the Council relating to Committee composition and communication requests to the Council. As part of the motion, the Committee requested that the draft ordinance and/or policy revisions related to this action be brought forward to the Committee prior to Council consideration. The draft ordinance prepared by the City Attorney's Office is attached.

Recommendation

The requested action is to recommend adoption of the ordinance to the City Council.

PRIOR R&ED COMMITTEE ACTION

For the Committee's reference, please see below for prior R&ED Committee action and direction related to this item.

January 9, 2013

ITEM-1: Committee Member Discussion regarding SUGGESTIONS FOR IMPROVING THE COMPOSITION AND RESPONSIBILITIES OF COUNCIL COMMITTEES

ACTION: No action. Information only. The Committee requested that the Independent Budget Analyst return to the Committee on February 13th with a report providing a comparative analysis of other cities' structures and relevant practices related to the policy scope and administration of legislative committees. Additionally, the Committee requested that the IBA review the roles, functions and reporting practices of Council-appointed Boards and Commissions to improve interaction with the Council. The City Attorney was requested to work with the IBA as necessary as a part of this effort.

February 13, 2013

ITEM-1: Rules and Economic Development Committee Discussion Regarding Office of the Independent Budget Analyst (IBA) Report on City Council Standing Committees

ACTION: The Committee directed the Committee Consultant to discuss administrative improvements with other Committee Consultants and to report back with this information so that any recommendations could be incorporated into a final report, and requested that:

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- The Office of the IBA, the Mayor's Office, and the City Attorney's Office assist the Committee Consultant in collecting additional information/conducting research that will support the final report.
- The City Attorney's Office update the handbook for Committee Chairs, including adding information related to the Committee Consultants' role.
- The City Attorney's Office report out at the April 10, 2013 Rules Committee meeting regarding: (1) assigning alternates to Council Committees (*already addressed during the discussion on 2/13*), (2) the noticing requirements and governance for the City's Boards and Commissions, and (3) an analysis of the City's risk exposure regarding compliance by these Board and Commissions with the City's noticing requirements.
- The Office of the IBA and City Clerk, working with the Mayor's Office, report on the cost and feasibility for holding quarterly Council Committee night meetings. Additionally, that the Office of the IBA work with the Mayor's Office to provide an estimate regarding the cost for broadcasting the City's Boards and Commissions meetings on CityTV.

Additionally, Chair Lightner made a request to Committee Chairs to provide the following:

- A list of routine policy items that could be direct-docketed for consideration by the City Council and/or to indicate preference for items to be simultaneously docketed at Committee and the City Council.
- Input regarding additional topics to be added to the Committees' areas of responsibility.

VOTE: 5-0; Lightner-yea, Faulconer-yea, Kersey-yea, Alvarez-yea, Emerald-yea

April 10, 2013

ITEM-1: Report from Chair Lightner Regarding Council Committee Composition and Responsibilities and Draft Proposal for Committee Consideration.

ACTION: No action. Information only. During discussion, the Committee Members outlined the following items for consideration in addition to the revisions proposed in the Chair's draft:

- The "Committee on Energy, Water, and Environmental Sustainability" be renamed to "Committee on the Environment."
- The "Arts and Culture" policy area should be moved from the Committee on Economic Development, Intergovernmental Relations and Rules to another Committee.
- The "Regional Parks," "Open Space" and "Multiple Species Conservation Program" policy

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areas should be moved to the Committee on the Environment.

- “DIFs, FBAs, and PFFPs” should be placed in the Infrastructure Committee.
- “Wastewater” and “Water Infrastructure” matters should be moved from the Infrastructure Committee to the Committee on the Environment.
- Based upon the number of speaker slips from prior night meetings, the scheduling of committee meetings at night should be optional.
- All Committees should implement the use of iLegislate.
- The membership on Committees should be reduced to three members per Council Committee.
- Depending upon additional staffing, CityTV should be used for Committee night meetings and for Boards and Commissions. (Suggested that the Mayor’s Office review flexible scheduling options for CityTV staff.)
- The responsibility for creating meeting minutes should be handled by Council Administration staff, instead of the Committee Consultants, subject to approval by Committee Chairs.
- The “Open Data” policy area should be included and should fall under the Committee on Economic Development, Intergovernmental Relations and Rules.
- A “Human Resources” policy area should be added.
- Each Committee should have a mission statement.
- Committees should be comprised of an odd number of Committee members, preferably five members
- Committee membership should remain larger, but each Committee should meet monthly, with the Chair scheduling additional meetings should the need arise.
- The Council President should have the discretion to determine the size of each Committee.
- The title of “Housing, Transportation, and Smart Growth” should be changed to “Housing, Mobility, and Smart Growth.”
- The “Housing, Mobility, and Smart Growth” Committee should include a reference to “Land Use,” either in the title or listed in the policy areas.
- Consider if all IBA reports should be heard at the Budget and Government Efficiency committee, regardless of whether they are budget-related.
- The policy areas, “Municipal Airports” and “International Airports,” should be combined to “Airports,” and should be listed for the Committee on Economic Development, Intergovernmental Relations and Rules.
- Rename the policy area, “City Permits & Regulations” to “Regulatory Relief” for the Committee on Economic Development, Intergovernmental Relations and Rules.
- “Petco Park” and “Qualcomm” should be placed in the Committee on Infrastructure.
- “Special Event Permits” should be moved to either the Committee on Economic Development, Intergovernmental Relations and Rules or to the Committee on Safe and Livable Neighborhoods.
- “Community Plans” or “Community Plan Updates” should be included in the Committee on Housing, Mobility, and Smart Growth.
- Include “General Plan” in addition to “General Plan Amendments” under the Committee on

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Housing, Mobility, and Smart Growth.

- The Infrastructure Committee should be a standing Council committee.
- “Stormwater,” “Water,” and “Wastewater” policy issues should stay with the Committee on the Environment and capital improvement projects and project delivery should fall under the Committee on Infrastructure.
- “City Facilities” should be added as a policy area to the Committee on Infrastructure.
- A specific “Multi-Year Plan” for Capital Improvement Projects should be added to the Committee on Infrastructure.
- The Committee on Safe and Livable Neighborhoods should be renamed the Committee on Public Safety and Livable Neighborhoods.
- The “Community Development Block Grants” policy area should remain in the Committee on Public Safety and Livable Neighborhoods.
- The different City departments should be listed as policy areas for the Committee to which they would typically report.

During the discussion Committee members also noted that it would be beneficial to receive input from all Committee Chairs regarding the draft proposal.

June 19, 2013

ACTION: Motion by Councilmember Alvarez, second by Councilmember Lightner, to recommend adoption of Chair Lightner’s recommendations by the City Council.

The Committee requested that the Committee Consultant work with the City Attorney’s Office to prepare any necessary ordinances to amend the Municipal Code and revisions to Council Policies in order to implement the proposed recommendations prior to hearing by the City Council.

The Committee requested that the draft ordinance and/or policy revisions be brought forward to the Committee prior to Council consideration.

Also, the Committee requested that the Committees’ areas of responsibility reflect that individual infrastructure projects related to water, wastewater, storm water, or parks will be brought forward to the Committee on Infrastructure and programmatic policy matters related to these areas be assigned to the proposed Committee on the Environment

VOTE: 4-0; Lightner-yea, Faulconer-absent, Kersey-yea, Alvarez-yea, Emerald-yea