



## AGENDA MEMORANDUM

First Reading Ordinance for the City Council Meeting on November 11, 2025  
Second Reading Ordinance for the City Council Meeting on November 18, 2025

**DATE:** November 11, 2025

**TO:** Mayor & City Council

**FROM:** Rebecca L. Huerta, City Secretary  
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**Ordinance to amend the City Code of Ordinances to make changes to City boards, commissions, and committees pursuant to the 2023 Sunset Review.**

### **CAPTION:**

Ordinance to amend the City Code of Ordinances to make following changes to City boards, commissions, and committees: (1) Revise the Park and Recreation Advisory Committee to add an ex-officio member appointed by the CEO of Visit Corpus Christi and add a statement of preferred representation from each Council district; (2) Discontinue the Citizens Advisory Health Board; (3) Revise the Sister City Committee to reflect transfer of Sister City services to contractor United Corpus Christi Chamber; (4) Discontinue the Commission on Children & Youth; (5) Discontinue the Flood Mitigation Hazard Information Committee; (6) Discontinue the Human Relations Commission; (7) Rename the Watershore and Beach Advisory Committee to the Water, Shore, and Beach Advisory Committee; and (8) Revise the Transportation Advisory Commission as a subcommittee of the Planning Commission.

### **SUMMARY:**

The City Secretary's Office conducted the required Sunset Review of all boards, commissions, and committees in 2023. The Sunset Review is conducted every four years pursuant to Council Policy 10.3.9. The Sunset Review Committee is composed of staff from the City Secretary's Office, City Attorney's Office, and City Manager's Office.

During the review process, the Sunset Review Committee reads the most recent board, committee, and commission annual review reports, which include information on current and future goals, activities, recommendations made to Council, meeting frequency, member vacancies, and department head comments. The Committee engaged in further conversations with advisory committee chairs, department leadership and the City Attorney's Office to obtain additional input and verification of any legal need for existing committees. As a result of the sunset review process, the Sunset Review Committee is recommending changes to membership or name of several committees and discontinuing several committees.

## **BACKGROUND AND FINDINGS:**

In 2019, the first comprehensive review of all City boards, commissions, and committees was conducted to determine which were still active and necessary to optimize efficiency and resources. During that review process, the total number of boards, commissions, and committees was reduced from 42 to 26. A sunset review is now conducted every four years in accordance with Council Policy 10.3.9.

As a result of the 2023 sunset review process, the Committee is recommending the following changes to boards, commissions, and committees:

Revise the Park and Recreation Advisory Committee to add an ex-officio member appointed by the CEO of Visit Corpus Christi, add statement of preferred representation from each Council district, and the chair will serve as an advisor to the Water, Shore, and Beach Advisory Committee and the Marina Advisory Committee.

Revise the Sister City Committee to reflect transfer of Sister City services to contractor the United Corpus Christi Chamber of Commerce per Resolution 033756.

Discontinue the Flood Mitigation Hazard Information Committee, Human Relations Commission, Citizens Health Advisory Board, and Commission on Children and Youth.

Rename the Watershore and Beach Advisory Committee to Water, Shore, and Beach Advisory Committee.

Revise the Transportation Advisory Commission as a subcommittee of the Planning Commission.

## **FINANCIAL IMPACT:**

None

## **SUPPORTING DOCUMENTS:**

Ordinance to discontinue or revise City committees per Sunset Committee review and prior agreement

Sunset review presentation 2025 final