



Review: City of Corpus Christi Advisory Boards

By City Secretary

Supporting departments: City Manager, City Attorney, City Departments with Advisory Boards, Strategic Planning & Innovation

December 10, 2019 First Reading
December 17, 2019 Second Reading

***No “Sunset”
Ordinance or
process for
Board &
Committee
reviews***

- Fall 2018
 - City Secretary engaged TAMU CC to conduct a preliminary needs assessment and survey of board members
 - 39% response rate; 75% board members
- City Council expressed support for the evaluation of the boards
- Summer 2019
 - City Secretary initiated a review of the Advisory Boards

28 Advisory Boards¹

¹ The scope of this review excludes those City boards and commissions with quasi-judicial powers such as Planning Commission, Board of Adjustment and other technical boards.

- Advisory Committee on Community Pride (Mayor)
- Airport Board
- Animal Care Advisory Committee
- Arts & Cultural Commission (Mayor)
- City Council's Youth Advisory Committee
- Clean City Advisory Committee
- Committee for Persons with Disabilities
- Community Youth Development (78415) Program Steering Committee
- Corpus Christi Commission on Children & Youth
- Food Service Advisory Committee
- Flood Hazard Mitigation Committee
- Island Strategic Action Committee
- Leadership Committee for Senior Services
- Library Board
- Marina Advisory Committee
- Museum of Science & History Advisory Board (Mayor)
- Mayor's Fitness Council (Mayor)
- Oil & Gas Advisory Committee (Mayor)
- Parking Advisory Committee
- Park & Recreation Advisory Committee
- Pipeline Review Panel
- Retired & Senior Volunteer Program Advisory Committee
- Senior Companion Program Advisory Committee
- Sister City Committee
- Transportation Advisory Commission
- Tree Advisory Committee
- Water Resources Advisory Committee (Mayor)
- Water Shore & Beach Advisory Committee

Scope

- Gauge the efficiency and effectiveness of the Advisory Boards.
- Make recommendations on elimination, continuation, and/or reorganization of boards.
- Identify areas of weakness in a board's operations and recommend solutions for improvement.
- Determine the need for a review process for the creation, elimination, continuation, or reorganization of a City board or commission².

² Criteria includes estimated city staff time and other support costs to establish and maintain.

Criteria:
*determine need
for, elimination,
continuation, or
reorganization
of boards*

- 1) Efficiency with which the board operates;
- 2) Identify board's intended objectives, problem/need to be addressed, objectives achieved, and any other activities;
- 3) Alternative methods of performing responsibilities;
- 4) Extent to which the board is needed and used;
- 5) Extent to which board overlaps, duplicates, or could be consolidated with other boards;
- 6) Advise or recommendations provided staff or Council of changes or actions benefitting the City/citizens;
- 7) Whether the board encourages public participation and it has resulted in achieving the board's goals;
- 8) Whether the board complies with the Texas Open Meetings Act or other applicable state and federal laws;
- 9) Identify loss of state/federal funds or grants if abolished.

Review Process: *Staff Evaluation*

Staff Evaluation

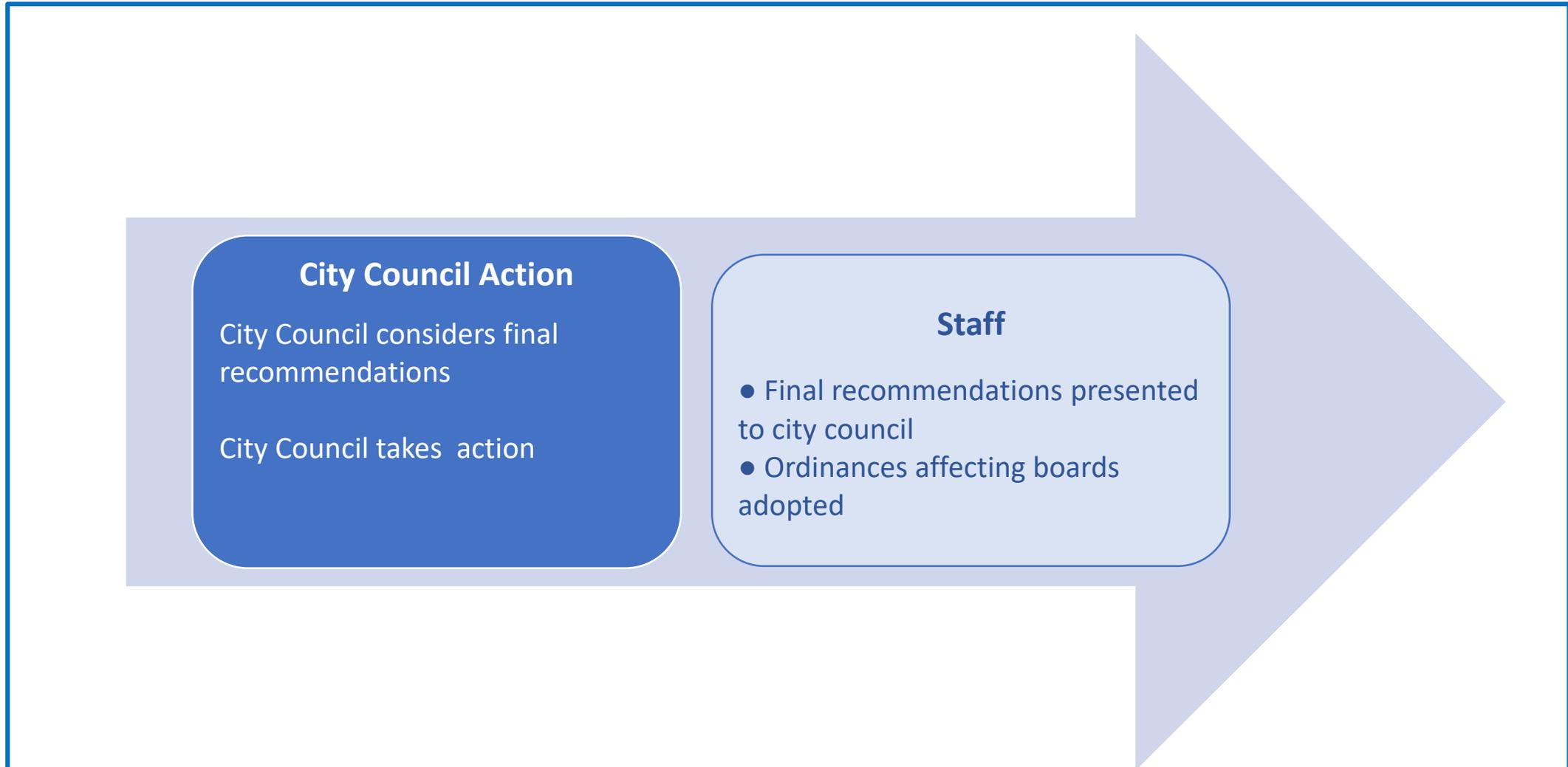
Extensive research and analysis to determine:

- the need for
- performance of, and
- improvements to boards.

Staff

- Reviewed board surveys
- Received input from departments, legal, city secretary, & city manager
- Evaluated and identified issues
- Developed preliminary rec'ds
- Staff modifies rec'ds, drafts ordinances, & prepares agenda item

Review Process: *City Council Consideration*



Recommendation: *14 Boards Remain*

• Number advisory boards before review	28
- Number eliminated	15
+ New board: Senior Corps Advisory Committee ³	<u>1</u>
Total number of advisory boards after review	<u>14</u>

- Eliminate Mobility Planning Subcommittee⁴
- Parks & Recreation: 6 advisory boards remain (reduced from 13).

³ RSVP & SCP are the Retired Senior Volunteer Program and Senior Companion Program, respectively and merged.

⁴ Mobility Planning Subcommittee of Transportation Advisory Commission

14 Advisory Boards

Retain

- Airport Board
- Animal Care Advisory Committee
- Arts & Cultural Commission (Mayor)
- Committee for Persons with Disabilities
- Corpus Christi Commission on Children & Youth (15=8 adults; 7 youth)
- Flood Hazard Mitigation Committee
- Island Strategic Action Committee
- Library Board
- Marina Advisory Committee
- Park & Recreation Advisory Committee
- Sister City Committee (9 at-large)
- Transportation Advisory Commission
- Water Shore & Beach Advisory Committee

New

- Senior Corps (Merges RSVP & SCP)

Impact: *More Focus on Mission & Goals*

Staff Time Supporting 28 Advisory Boards⁶

28 Advisory Boards	Estimated Staff	
	Hours	Total
Departments	4,188	\$ 153k
City Secretary	2,163	\$ 43k
City Council Time	270	\$ 1k
Total	6,303	\$ 197k

Savings by Reallocating Staff Time

Savings: Boards & Subcommittee	Estimated Staff	
	Hours	Total
Departments	1,206	\$ 35k

⁶ Note that at least 3 boards reported 0 support because they are no longer active.

Benefits: *Strengthens & Improves Overall*

- Efficient use of staff time and funding for department mission and goals
- Strengthens and optimizes remaining advisory boards
 - more effective communication from remaining boards
 - more effective recruitment
 - under-utilized board members can move to other boards to effectively use their volunteer time
- Reduces board vacancy rates and recruitment challenges
- Eliminates duplication of boards or boards no longer active

Next Steps

Phase 1: City Council consideration of staff's recommendation on Advisory Boards

Phase 2:

- a) Review of current board & commission policy and ordinance
 - Consider best practices
 - Establish process for creation, elimination, continuation, or reorganization of a city board or commission.

- b) Review of Technical Boards