



AGENDA MEMORANDUM
Ordinance & Resolution for the City Council Meeting
March 17, 2020

DATE: February 27, 2020
TO: Mayor and City Council
FROM: Rebecca Huerta, City Secretary
RebeccaH@cctexas.com
361-826-3105

Resolution approving revised City Council policies for City boards, ad hoc committees, and task forces. Ordinance to modify various board-related provisions, create a new Construction Trade Advisory & Appeals Board in place of other boards, and delete inactive boards.

CAPTION: Resolution approving revised City Council policies for City boards, ad hoc committees, and task forces.

Ordinance to revise ordinances to change required board categories into preferred categories; to establish new Construction Trade Advisory & Appeals Board in place of the Building Code Board of Appeals, Electrical Advisory Board and Mechanical/Plumbing Advisory Board; to delete City Code sections regarding inactive City boards namely the Citizens Committee for Community Improvement and the Coastal Bend Manpower Planning Council; to delete duplicative City Code sections regarding general provisions for City boards that are addressed in City Council Policies; and declaring an emergency.

SUMMARY:

The Resolution revises City Council policies for City Boards, ad hoc committees, and task forces. The Ordinance modifies various board-related provisions, creates a new Construction Trade Advisory & Appeals Board in place of other boards, and deletes inactive boards.

BACKGROUND AND FINDINGS:

In December 2019, City Council approved Phase 1 of a review to gauge the efficiency and effectiveness of the Advisory Boards and Committees; make recommendations on elimination, continuation, and/or reorganization of boards; and identify areas of weakness in a board's operations and recommend solutions for improvement. Fifteen Advisory Boards were eliminated, and one new board created. This resulted in 14 remaining Advisory Boards (reduced from 28).

Phase 2 of the review is now complete. This phase evaluated:

- "More Than Advisory Boards" -- those with some authority or a quasi-judicial nature; and,
- City Council board-related policies in comparison to other cities.

Phase 2 recommendations are:

- 1) To eliminate the Electrical Advisory Board and Mechanical/Plumbing Board; and, move the functions into the Building Code Board of Appeals to be renamed the "Construction Trade Advisory & Appeal Board"; and,
- 2) Strengthen and formalize Board and Commission administrative provisions, member and

board requirements, including future sunset review. Further, these:

- formalize the ability to create and dissolve Ad Hoc/task force committees;
- promote more effective recruitment and vacancy rates;
- enhance effective training of board members and liaisons;
- provide for more effective reporting by means of the Annual Review Report and formal submittal of recommendations via resolution.

SUMMARY:

Phases 1 and 2 resulted in the elimination of 17 out of 42 boards (with one new one for Senior Corps). This leaves 26 remaining boards -- thereby increasing the efficiency and effectiveness of the City Boards and meeting the overall goal of the review.

ALTERNATIVES:

The alternative would be to not amend or partially amend the City Code.

FISCAL IMPACT:

A savings of \$6,000 is estimated for staff and support costs by Development Services having six fewer board meetings (due to the elimination of the Electrical and Mechanical/Plumbing Boards and merger of functions into Building Code Board of Appeals to be renamed the "Construction Trade Advisory & Appeal Board").

RECOMMENDATION:

City staff recommends approval of the Ordinance and Resolution as presented.

LIST OF SUPPORTING DOCUMENTS:

Resolution
Ordinance
Presentation