

Memorandum

City Clerk



To: Mayor and Council

Date: August 6, 2015

From: Brigitta M. Kuiper, City Clerk

Re: Board and Commission Consolidation – annual review

In 2013 and 2014, the City Council undertook an extensive review of the City's 26 Boards and Commissions (B&Cs) and proposed changes to several B&Cs as part of an effort to make them more effective in their roles as advisory bodies to the City Council. The proposed B&C consolidations included reducing the number of B&Cs from 26 to 21, and reducing membership numbers from 259 to 204.

City Council discussed and considered the proposed changes and solicited stakeholder input on various dates, including:

- Committee of the Whole (COW) meetings: October 14, 2013, November 18, 2013, December 9, 2014, January 13, 2014, February 3, 2014; February 24, 2015
- City Manager's Working Group meeting: November 25, 2013
- Tempe Forum: January 21 thru February 3, 2014 (online survey tool)
- Issue Review Session: March 20, 2014
- Regular Council Meeting: June 12, 2014

On June 12, 2014, City Council approved Ordinance No. O2014.22, effective July 12, 2014, which made the following changes:

- Reduced number of seats on **Aviation Commission** from 11 to 9.
- Reduced number of seats on **Commission on Disability Concerns** from 15 to 9.
- Changed 2 alternate positions on **Historic Preservation Commission** to permanent positions.
- Merged Historical Museum Advisory Board (9) with Library Advisory Board (9), to form **History Museum and Library Advisory Board**, with 9 members.
- Reduced number of seats on **Human Relations Commission** from 13 to 11.
- Reduced number of seats on **Municipal Arts Commission** from 15 to 13.
- Reduced number of seats on **Neighborhood Advisory Commission** from 21 to 15.
- Merged Double Butte Cemetery Advisory Committee (9) with Parks, Recreation and Golf Advisory Board (9), to form **Parks, Recreation, Golf, and Double Butte Cemetery Advisory Board**, with 11 members.
- Merged Building Code Advisory Board of Appeals (5), Electrical Code Advisory Board of Appeals (7), and Plumbing and Mechanical Code Advisory Board of Appeals (5), to form **Technical Code Advisory Board of Appeals**, with 9 members.
- Transitioned the **Tardeada Advisory Board** to an informal working group.

At that Council Meeting, Councilmembers requested that staff provide a one-year update on the impacts of these changes.

As per City Council direction, the B&Cs that incurred a reduction in membership seats were reduced through attrition. As of July 2015, all B&Cs have the correct number of members or have vacant positions with recruitment efforts in progress.

B&C staff liaisons were surveyed in July 2015 to determine the impact of the ordinance changes. See attached survey results (Attachment 1). Of the B&Cs that were modified, the modifications either had no impact or eliminated quorum issues. The City Clerk's Office also solicited input on recruitment activities and staff challenges in order to assist and provide resources to the B&C liaisons and City departments.

Since the B&C consolidations in July 2014, the City Council has established three additional B&Cs: Tempe Veterans Commission, Tempe Family Justice Commission and the Tempe Sustainability Commission. As of this date, there are a total of 24 City B&Cs with 237 total positions. Currently there are 34 vacancies, with 22 on the Family Justice and Sustainability Commissions. There are a total of 165 applications on file.

In addition, the City Clerk's Office has developed an "At a Glance" summary of the City's 24 B&Cs. See Attachment 2.

Staff is available to answers any questions or provide further information at the August 6, 2015 Work Study Session.