

Ad Hoc Committee on Boards and Commissions Recommendations

Rupa Venkatesh

Assistant City Manager

Davina Lau

Public Engagement Specialist

Jenny Lopez Filkins

Senior Assistant City Attorney



1. Based on the feedback received, does Council have the information needed to consider the two current requests for ex-officio seats?
2. Does Council wish to pursue any broader policy changes regarding ex-officio members on boards and commissions?

What is an ex-officio member?

- An individual who serves on a board by virtue of having a position on a different organization and are considered representing that organization when serving as an ex-officio to the board.
- These are desired by boards when a particular organization's expertise is needed on an ongoing basis.
- Typically holds expertise in a particular area that can be helpful to the board in carrying out its duties
- Help identify potential issues early on
- Offer expertise or input as needed
- Valuable liaison for key organizations in the community
- Useful to boards where more technical work is needed

- Typically, non-voting members
- Reports back to their organization as to the activities of the board
- Organization's responsibility to inform the City Clerk's Office if the individual appointed no longer is part of their organization. It is also the organization's responsibility to appoint a replacement.
- Does not have to be a resident of the City of Fort Collins
- Is not interviewed or appointed by City Council

What is currently in the Code?

- Women's Advisory Board – County and Colorado State University
 - Rescoped board to Women and Gender Equity Advisory Board
- Art in Public Places – member from the Cultural Resources Board
- Water Commission – representative from the County's Public Works Department for the purposes of representing the County in coordination by the City and County of stormwater management matters

Feedback as to why one is needed

Reason for an ex-officio vs applying for a vacancy as a voting member of the board

- Non-voting members avoids conflicts of interest so that quorum can be more easily attained
- Residency requirements would not apply
- Ability to serve on two boards and be a conduit

- Recognition of the contributions of expertise and local knowledge of a nonprofit organization (Housing Catalyst)

Feedback as to why one is not needed

- There are already experts in the field on the board that are voting members
- Board members are selected as voting members who have an interest or expertise with the scope of the work of the board.
- When expertise is needed, the board invites them as a guest to participate in the meeting.
- If there are multiple organizations recognized as being experts, could it be polarizing to the community to only pick one or two of them to serve as ex-officio meetings?
- With the widely varying issues that some boards cover, it would be difficult to find an ex-officio member who met all the expertise needs.
- There has not been a need for one in the past.
- Coordination and collaboration between boards would be more important.
- It is already difficult to recruit for boards

Summary of Board feedback

Yes to an ex-officio seat	No	Still Considering	Waiting on Feedback
Active Modes	Cultural Resources Board	Air Quality	Building Review
Affordable Housing Board	Human Services and Housing Funding Board	Disability Advisory Board	Citizen Review
Art in Public Places (keep in Code)	Land Conservation and Stewardship Board	Economic Advisory Board	Human Relations
	Land Use Review Commission	Energy Board	Natural Resources
	Transportation	Historic Preservation	Planning and Zoning
	Water Commission	Parks and Rec	Senior Advisory
			Youth Advisory

- Who is requesting an ex-officio member to be added and for what reason?
- Is the organization apolitical?
- Is the organization a publicly accountable organization?
- Is the organization recognized as an expert in the field of work of the board?
- Does the organization want to appoint an ex-officio member to the board and commit to the time requirement?
- Should the ex-officio member be given access to confidential information that voting members of the board may have?
- Should ex-officio members be subject to the absence policy in the Code?
- Council adopted code changes have made it easier for joint meetings to occur between 1 or more boards.

1) Active Modes Advisory Board

- Bicycle Advisory Committee (BAC) (subcommittee of Transportation Board) was re-scoped on September 19, 2023, to a standalone Type 1 advisory board.
- BAC had 3 community at large members and 6 members of community stakeholder organizations
- Recommendation for Active Modes to have 4 ex-officio member seats representing the following organizations:
 - Transportation Board
 - Colorado State University
 - Downtown Development Authority
 - Bike Fort Collins

2) Affordable Housing Board

Request for the Housing Catalyst to have an ex-officio seat.

- Staff will continue to gather feedback from boards and commissions and staff liaisons.
- Any Code changes will be considered by Council on first reading on December 5, 2023.
- Second reading will be December 19, 2023.

1. Based on the feedback received, does Council have the information needed to consider the two current requests for ex-officio seats?
2. Does Council wish to pursue any broader policy changes regarding ex-officio members on boards and commissions?



Thank you!