

AGENDA ITEM SUMMARY

City Council



STAFF

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SUBJECT

Second Reading of Ordinance No. 117, 2023, Amending Chapter 2, Article III, Division 1 of the Code of the City of Fort Collins to Add City Council Liaison Responsibilities.

EXECUTIVE SUMMARY

This Ordinance, adopted on First Reading by a vote of 6-1 (Nays: Ohlson), considers amending Chapter 2, Article III, Division 1 of the Code of the City of Fort Collins to Add City Council Liaison Responsibilities.

The purpose of this ordinance is to change the Code language in Section 2-72 in order to provide flexibility for one or more boards to meet together. The responsibility for the Council liaisons in making the determination of allowing the joint meeting has also been added to Council liaison role section:

- (d) Two or more board or commissions, committees of boards or commissions, or representatives from each such board, commission or committee may hold a joint meeting if the subject of the meeting specifically relates **to the functions** ~~an item or project in the work plan~~ of each participating board or commission, or if the City Manager or City Council **liaison assigned to each of the involved boards or commissions** has approved the joint meeting.

NOTE: Due to a split vote on Ordinance No. 117, 2023 (Nays: Ohlson), on Second Reading it will be on Discussion. Second Reading of Ordinances Nos. 118, 119 and 120 are on Consent, as they passed unanimously.

STAFF RECOMMENDATION

Staff recommends adoption of the Ordinance on Second Reading.

BACKGROUND / DISCUSSION

In July 2019, Council adopted the priority to Reimagine Boards and Commissions which highlighted the following goals:

- Continuous improvements that do not require policy change
- Policies that reduce barriers to participation
- Improve efficiency and consistency

Since then, Council adopted several code changes for the purposes of reorganizing boards and commissions based on their functions, renaming several boards, and structural changed to allow for more flexibility in membership and participation. In addition, several administrative changes have been made to improve the application and interview process.

In November of 2022, Council established an Ad Hoc Committee to improve the efficiency and consistency of board and commission processes and reduce barriers to participation on boards and commissions. Appointed to the Committee were Mayor Pro Tem Emily Francis and Councilmembers Tricia Canonico and Julie Pignataro with Councilmember Kelly Ohlson as the alternate.

The Ad Hoc Committee completed its work in July 2023 and shared its recommendations at the August 8, 2023, Council Work Session. Though the Committee's work has concluded, improvements to the boards and commissions program will be continuous and ongoing.

Changes to Recruitment Timing

Though this is an administrative change, it is important to note as it will result in significant shifts in the annual recruitment timeline. Due to Council regular elections moving from April to November on odd years, the Committee evaluated the option of shifting annual recruitment for boards and commissions. During the Council work session, there was support to open applications from December 1 to January 30. However, staff is recommending that applications close on January 15 to give time to set up interviews and for Council to review applications. This will be confirmed during the September 5 regular meeting.

	Application Opens	Interviews	Council Appointment	Term Begins
Current	September	October	November	January 1
New	December 1- January 15	Mid-February	March	April 1
Exception**	December 1- January 15	Mid-February	March	July 1

**The terms for the Affordable Housing Board and Human Services and Housing Funding Board will start on July 1 to align with funds received from the U.S. Department of Housing and Urban Development.

CITY FINANCIAL IMPACTS

None.

BOARD / COMMISSION / COMMITTEE RECOMMENDATION

Feedback was received from Senior Advisory Board, Affordable Housing Board, Transportation Board, and the Bicycle Advisory Committee. The Chair of Human Relations Commission also provided a recommendation for the Women's Advisory Board.

PUBLIC OUTREACH

No formal public outreach was conducted. One community member provided research and recommendations concerning the Women's Advisory Board.

ATTACHMENTS

First Reading attachments not included.

1. Ordinance for Consideration