

Board & Commission Interaction with Council

Stacy Saltzburg, City Clerk

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Staff Recommendations

Requests from Council to boards or commissions

- Request made during “Council Liaison Reports”
- Request made through the City Manager

Recommendations to Council from board or commission

- All recommendations submitted in writing through respective Divisions and then City Manager’s Office
- Recommendations presented for consideration in a manner prescribed by City Manager



B/C Interaction Options

1. Council Representative Assigned to Each Board or Commission

- Attend commission meetings as desired
- Staff Liaison will email all agendas and minutes to the Council
- Review agendas and minutes and/or meet jointly with the Staff Liaison and Commission Chair to receive any necessary information
- Report to Council during "Council Liaison Reports"



B/C Interaction Options

2. No Council Representative Assignments

- Councilmembers attend commission meetings as desired
- Staff Liaisons will email all agendas and minutes to the Council
- Councilmembers can report during “Council Liaison Reports” as desired
- Requests for information can be made during “To/From” at a Council meeting or through the City Manager



B/C Interaction Options

3. Formal Updates from Commissions

- Dedicated meetings for board and commission updates.
 - Commissions divided up between four meetings.
 - Five Tuesday months
 - Four Work Sessions
 - Four Special Meetings



Council Discussion

- 1. Council Representative Assigned to Each Board or Commission**
- 2. No Council Representative Assignments**
- 3. Formal Updates from Boards and Commissions**
 - 5 Tuesday months, Regular Work Sessions, or Special Meetings?