

ORDINANCE \_\_ 0xx-21 \_\_\_\_\_

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF GLENDALE, MARICOPA COUNTY, ARIZONA, AMENDING THE GLENDALE CITY CODE AS IT RELATES TO BYLAWS FOR CITY OF GLENDALE BOARDS, COMMISSIONS AND COMMITTEES

WHEREAS, the Glendale City Charter provides that the council may, by ordinance, create boards or commissions as in its judgment are required or as are now or hereafter provided by law, and may grant to them such power and duties as are not consistent with the provisions of the charter;

WHEREAS, the City of Glendale City Council desires to establish a uniform set of bylaws to govern all boards, commissions and committees.

**BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GLENDALE as follows:**

SECTION 1. That Chapter 2, Article VIII, be stricken in its entirety and replaced as follows:

**DIVISION 1. – GENERALLY**

**Sec. 2-266. – Rules of procedure.**

~~Each board, commission or advisory body whose members are appointed by the city council may adopt such rules of procedure as it deems necessary for the conduct of its business, procedure and the faithful performance of its duties. Such rules shall not be inconsistent with any provision contained in the Code of the City of Glendale or any procedural rule of the city council as set forth in the Charter of the City of Glendale.~~

**Sec. 2-267. – Removal of members.**

~~(a) The provisions contained in this section shall apply to all of the city's boards, commissions, committees and advisory bodies whose members are appointed by the city council, except for the city's fire board, industrial development authority, planning commission and police board.~~

~~(b) The city council may, for any reasonable cause, remove any member of any board, commission, committee or advisory body. The absence of a member, except for ex-officio, non-voting members, from two (2) consecutive regular meetings or from three (3) regular meetings within a twelve-month period shall automatically constitute reasonable cause for the removal of such absent member from the board, commission, committee or advisory board.~~

~~(c) If a member of any board, commission, committee or advisory board is removed pursuant to this section, the city council shall, within a reasonable time, appoint a new member to fill the unexpired term of the former member.~~

**Sec. 2-268. -- Appointment and term of vice-chairperson.**

Notwithstanding any provision in the Glendale City Code which specifically provides otherwise, every board, commission, committee or advisory body of the city shall have a vice chairperson who shall be appointed by the city council. The term of appointment for the vice chairperson shall be one year, subject to reappointment.

**Sec. 2-269. -- Length of term.**

(a) The provisions contained in this section shall apply to all of the city's boards, commissions, committees and advisory bodies whose members are appointed by the city council, unless otherwise specifically excepted in this section.

(b) The term of service ends January 31 for all board, commission, committee or advisory board members in the final year of that board, commission, committee or advisory board member's term of service, except for members of the community development advisory committee, whose terms of service end June 30.

(c) When a board, commission, committee or advisory board member is appointed to complete the unexpired term of a previous member, that partial term does not count toward any applicable term limit.

**DIVISION 1 Uniform Bylaws for Boards, Commissions and Committees**

**Sec. 266. - Definitions.**

The following terms will have the meaning set forth in this section:

*Board or Commission* means a permanent body created by city council with the authority and primary purpose of which is to make recommendations to city council or staff with the exception of the Board of Adjustment.

*Council committee or committee* means a temporary body created by city council for a limited purpose, the existence of which lasts until the purpose of the body has been fulfilled.

*Majority* for purposes of any action taken by a public body means, unless otherwise specified, more than half of the members present at a meeting.

*Membership* means all seats or positions on a public body including vacancies.

*Public body or body* means a city council created board, commission or committee.

*Quorum*, unless otherwise specified, means the majority of membership of a public body.

**Sec. 267. - Formation.**

(a) Boards and commissions must be formed by ordinance, approved by the majority of city council at a properly noticed public meeting.

(b) Council committees must be formed by resolution approved by the majority of city council at a properly noticed public meeting.

(c) An ordinance or resolution creating a public body must include:

(1) A statement describing the purpose or mission of the body;

(2) A description of the powers of the body;

(3) Any membership and residency requirements of the body; and

**(4) The uniform bylaws are applicable to all boards, commissions and committees. If a board, commission or committee develops bylaws specific to the board, commission or committee, the proposed bylaws must be approved by city council and a copy filed with the City Clerk's Office, before adoption by the board, commission or committee.**

**Sec. 268. - City credentials.**

**No public body will be provided any city identification, including business cards. Notwithstanding the above, city council may make an exception upon formal request by any public body.**

**Sec. 269. - Consolidated meetings.**

**(a) For the purposes of this section, "consolidated meeting" means a joint meeting of two or more public bodies for the purpose of joint discussion, education, recognition, or similar business.**

**(b) City council may, by motion approved by majority vote, refer any item, question, or topic to a consolidated meeting consisting of two or more of its public bodies.**

**Sec. 270. - Bylaws.**

**All public bodies of the city will operate under the uniform bylaws except as otherwise stated in this Code or in the ordinance or resolution creating the body.**

**(1) *Offices.* The principal office of every public body will be the Glendale City Hall.**

**(2) *Number.* The number of members for a board, commission or committee is established in the ordinance or resolution creating the body.**

**(3) *Member qualifications, generally.***

**a. Each member of the body must be a resident of the city and must remain so during the term of appointment unless otherwise provided in the ordinance or resolution creating the body.**

**b. Persons may serve on no more than two public bodies concurrently, and neither body may review, consider, or make recommendations to the other body. For example, a member may serve on both the arts commission and the planning commission, because neither commission "reviews, considers or makes recommendations" to the other commission.**

**c. Employees may not serve as members of any public body unless otherwise provided in the ordinance or resolution creating the body.**

**(4) *Selection.* Selection and appointment for all vacancies will be in accordance with Section 6. In the event of the resignation or removal of any member, a new member will be appointed to serve the unexpired portion of the term vacated, using the selection process described in Section 6. For purposes of this section, resignations should be in writing and are effective upon delivery to the city clerk.**

**(5) *Volunteer service.*** Each member of every public body serves on a voluntary basis and is not entitled to receive any compensation or benefits from the city for time spent or service performed as a member of a public body.

**(6) *Term of appointment.*** Voting members will be appointed to staggered terms of a length provided in the ordinance or resolution creating the body. Terms for all boards and commissions commence on February 1<sup>st</sup>. Terms for committees commence as provided in the ordinance or resolution creating the body.

**(7) *Political activity.*** No member of a public body may use membership on the body to advocate, campaign, or influence the outcome of an election. Violation of this section will be promptly referred to city council, and the member may be removed from the public body.

**(8) *Attendance.*** Attendance shall be taken at every meeting of a public body. Any member of a public body absent from two (2) consecutive regular meetings or from three (3) regular meetings within a twelve-month period can be subject to removal from the board, commission or committee. The staff liaison shall notify the city clerk of attendance issues for referral to the Government Services Committee. The Government Services Committee chair will notify the member and the appointing councilmember of the attendance issue. If there is no response or improvement in attendance by the member, the Government Services Committee will recommend removal to council at an executive session. If there is consensus, the Government Services Committee chair will notify the member of his/her removal from the board, commission or committee.

**(9) *Removal.*** Body members serve at the pleasure of city council and may be removed with or without cause by a consensus of city council. The decision of city council is final and not appealable.

**(10) *Powers, duties, and responsibilities.***

a. Each public body has the powers, duties and responsibilities described in the resolution or ordinance creating the body.

b. Each public body may consider and make recommendations regarding any item specifically referred to the body by city council.

c. Public bodies may not create, appoint, or authorize any subcommittees or working groups unless specifically authorized in the resolution or ordinance creating the public body.

d. Actions formulated or submitted by any commission or committee are advisory and are not binding on the city, city council, or city staff. Recommendations made to city council by any public body are advisory only and are not binding on city council.

**(11) *Chair/vice-chair; elections.***

a. Unless otherwise provided for, at the first meeting of that year's new term, each body must forward a recommendation for chair and vice-chair from among its members to the Government Services Committee for consideration and appointment by the city council.

- b. The vice-chair will act as chair in the chair's absence. In the absence of the chair and vice-chair, the members in attendance must select a member to act as the chair for that meeting.**
- c. The term of appointment for the chair and vice-chair shall be for a period of one (1) year.**
- c. Any vacancy for chair or vice-chair, as may occur for any reason, must be filled by the process outlined in paragraph 11(a).**
- d. The chair will preside at all meetings of the body, decide all points of order and procedure, and perform any duties required by law, ordinance, or resolution.**
- f. The chair has the right to vote on all matters before the body and the right to make or second motions in the absence of a motion or a second made by another member.**

**(12) Meetings.**

- a. Regular meetings are held at the time and place set for the board, commission or committee at least once each month if there is business to transact; as set forth by the city council.**
- b. Special meetings may be called by or at the request of the city council, city manager or chair.**
- c. Meetings must be held at a time and place designed to maximize public engagement in the business before the body.**

**(13) Notice of Meetings.** Meetings must be conducted in full compliance with Arizona Open Meeting Law. Agenda and agenda materials must be posted on the City's website no later than five business days prior to the meeting date. Items on the agenda must be limited to items in furtherance of the body's purpose and mission.

**(14) Quorum.** No action may be taken at any meeting in the absence of a quorum, except the taking of attendance and action to adjourn the meeting to a subsequent date.

**(15) Order of business.**

**a. Meetings will generally be conducted consistent with Robert's Rules of Order, unless other procedural rules are adopted by city council. The order of business on the agenda should include:**

- Call to Order**
- Roll Call**
- Citizen Comments**
- Approval of the Minutes**
- Action/Business Items**
- Reports**
- Member Comments and Suggestions**
- Next meeting**
- Adjournment**

**b. When a specific agenda item is open for public comment by the chair, any person wishing to address the body must state their name, district or city where they reside. Persons wishing to speak under "Citizen Comments" should designate a subject matter on**

which they will speak. The time permitted for such public comment by each speaker will be limited.

**(16) *Voting.***

a. Each member attending a meeting is entitled to one vote. The minutes of the proceedings will indicate the vote of every member on every matter acted upon and will indicate any absence or failure to vote.

b. Each member must disqualify themselves and abstain from participating in the deliberation and voting whenever the member has a conflict of interest on the item under consideration, as described and provided for in Arizona Revised Statutes.

**(17) *Retention of files.*** The official records of every public body will include the agendas and minutes of meetings and must be deposited with the city clerk's office.

**(18) *Staff liaison; minutes.*** The city manager will appoint a staff liaison and ensure staff attendance at meetings of every public body, as necessary, for the purpose of taking minutes and audio recordation of the meeting. Minutes will comply with the Arizona Open Meeting Law and will be in the format approved by the city clerk's office.

**(19) *Legal counsel.*** The city attorney or designee will act as legal counsel to every public body and will attend meetings as necessary.

**(20) *Duration.*** Each public body will remain in place until such time as city council elects to dissolve the body.

**Sec. 271. - Member selection and replacement process.**

The following process will apply to all openings or vacancies for appointment to a public body, unless otherwise indicated in the ordinance or resolution creating the body:

**(a) *Application process.***

(1) Upon notice of a vacancy, the city clerk will promptly notify the appropriate councilmember and the Government Services Committee. The city clerk's office shall post all vacancies on the city website and continue such posting until the position is filled.

(2) The city clerk will provide an online application to all persons interested in being a member of a public body.

(3) All persons interested in becoming a member of a public body must submit an application to the city clerk's office. Applications received by the city clerk's office will be categorized by district and forwarded to the appropriate councilmember for appointment recommendations.

(4) The city clerk's office will present appointment recommendations to the Government Services Committee for consideration in executive session.

(5) The Government Services Committee chair will present approved appointment recommendations to the full council in executive session. Appointments will take place at a council voting meeting.

(5) All applications will be accepted on an open rolling basis and will be maintained as an active application for two years

**(b) *Reappointment process.***

- (1) The city clerk shall contact all members whose terms are expiring and are eligible for reappointment.**
- (2) The member shall notify the city clerk whether or not he/she is requesting reappointment.**
- (3) The city clerk forwards all reappointment information to the appropriate councilmember.**
- (4) The councilmember provides (re)appointment recommendations to the city clerk.**
- (5) The city clerk forwards all (re)appointment recommendations to the Government Services Committee for consideration at an executive session.**
- (6) The Government Services Committee chair presents the approved recommendations to the full council at an executive session.**
- (7) (Re)appointments take place at a voting meeting prior to the expiration of the member's current term.**

**(b) *Government Services Committee.***

- (1) The city council appoints three of its members to serve on the Government Services Committee.**
- (2) The Committee reviews all appointment recommendations and forwards approved recommendations to the full city council.**
- (5) The committee shall investigate and resolve, short of removal, any allegation of nonfeasance or malfeasance against a public body member. In the event the committee concludes removal is appropriate, the committee shall present its recommendation to the city council for consideration and action in executive session. In administering this provision, the committee's actions should be progressive, from least punitive to the most punitive measure.**

**(c) *Appointment.***

- (1) The city clerk will place the appointment on the agenda for the next available regular city council meeting and provide the nominees with the date, time, location and any other appropriate information regarding the city council meeting at which their possible appointment will be discussed.**
- (2) Appointment of any nominee requires an affirmative vote by a majority of city council in attendance at a properly noticed city council meeting.**
- (3) The mayor will swear in all newly appointed members prior to acting in the capacity as a body member. The body member will also sign an oath of office.**

SECTION 2. That Chapter 13, Article I, be amended as follows:

**GLENDALE ARTS COMMISSION**

Sec. 2-228. - Glendale Arts Commission

- (a) Mission. Pursuant to the City Charter of the city of Glendale, Article V, Section 1, To carry out the responsibilities set forth herein, there is hereby created a**

~~Glendale Arts Commission to consist of seven (7) members who shall be selected and appointed by the city council. The chairperson and vice chairperson of the commission shall be appointed by the city council.~~

**(b) Bylaws.** Unless otherwise delineated with this section, the bylaws contained in Chapter 2, Article VIII shall apply.

**(c) Composition.** The commission will consist of seven (7) members. Members may serve a maximum of two (2) consecutive terms of two (2) years.

**(d) Powers, duties and responsibilities.** The commission shall:

- a. Develop an annual art projects plan with the appropriate city staff for the purpose of making recommendations to the city council;
- b. Assist with the selection and commissioning of artists with respect to the design, execution and placement of works of art for which appropriation have been made;
- c. Review grant applications and recommend funding for grants awarded to non-profit organizations and/or government agencies for supporting performing arts projects and programs held within the Glendale City limits.

SECTION 2. That Chapter 13, Article I, be amended as follows:

Sec. 2-55. – Audit Committee.

**(a) Mission.** There shall be an audit committee within the City of Glendale. The committee will provide oversight, guidance and support to the independent internal audit program.

**(b) Bylaws.** Unless otherwise delineated with this section, the bylaws contained in Chapter 2, Article VIII shall apply.

**(c) Composition.** The committee shall be composed of the following seven (7) members:

- (1) Three (3) city council members who shall be appointed by the city council.
- (2) Two (2) public members having knowledge of financial reporting, accounting, auditing or relevant field(s) and who demonstrate independence by not having current business relations with the City of Glendale, who shall be appointed by the city council.
- (3) The city manager, an ex-officio non-voting member.
- (4) The budget and finance manager, an ex-officio non-voting member.
- (5) The city council members serving on the committee shall appoint from their membership a chairperson of the committee.

**(d) Powers, duties and responsibilities.** The committee will act as an advisory body to the mayor and city council by making recommendations regarding the internal audit program. The committee shall:

- (1) Complete a periodic risk assessment of city departments, programs, activities and boards and commissions, and recommend audits to the independent internal audit program.
- (2) Review the independent internal audit program's annual audit plan and forward recommendations to the city council for its approval by June 1 of each year.
- (3) Review and evaluate the draft results of the independent financial, contract compliance, internal control and performance audits and forward the draft results to the city manager; forward any final audit results to the city council within thirty (30) days of receipt of the final audit results.
- (4) Recommend to the city council contracts with one or more qualified firms to conduct independent audits identified in the annual audit plan.
- (5) Evaluate audits for performance and compliance with accepted professional standards and provide recommendations to the mayor and city council.

**Sec. 2-56. -- Members and terms.**

- ~~(a) The committee shall be composed of the following seven (7) members:~~
- ~~(1) Three (3) city council members who shall be appointed by the city council.~~
  - ~~(2) Two (2) public members having knowledge of financial reporting, accounting, auditing or relevant field(s) and who demonstrate independence by not having current business relations with the City of Glendale, who shall be appointed by the city council.~~
  - ~~(3) The city manager, an ex-officio non-voting member.~~
  - ~~(4) The budget and finance manager, an ex-officio non-voting member.~~
- ~~(b) The term of the office for the city council members and public members is two years, starting July 1. Council and public member vacancies that occur other than by expiration of a term shall be filled for the balance of the term in the same manner as for initial appointment.~~
- ~~(c) The city council members serving on the committee shall appoint from their membership a chairperson of the committee.~~
- ~~(Ord. No. 019-43, § 1, 5-14-19)~~

**Sec. 2-57. -- Meetings and rules.**

- ~~(a) City staff will serve as secretary for the committee and have no other powers and duties on the committee.~~
- ~~(b) The committee shall establish and adopt such procedural rules, regulations, or bylaws as it deems necessary for the conduct of its business and performance of its duties.~~
- ~~(c) The committee shall establish a set time for regular meetings, which shall be at least quarterly if there is business to conduct.~~
- ~~(d) The committee shall elect a presiding officer for meetings when the chairperson is absent from the meeting.~~
- ~~(e) A majority of the committee's voting members shall constitute a quorum and the affirmative vote of a majority of the committee members present and voting shall be required to take action.~~

**Sec. 2-58. -- Powers and duties.**

~~The committee will act as an advisory body to the mayor and city council by making recommendations regarding the internal audit program. The committee shall:~~

~~(1) Complete a periodic risk assessment of city departments, programs, activities and boards and commissions, and recommend audits to the independent internal audit program.~~

~~(2) Review the independent internal audit program's annual audit plan and forward recommendations to the city council for its approval by June 1 of each year.~~

~~(3) Review and evaluate the draft results of the independent financial, contract compliance, internal control and performance audits and forward the draft results to the city manager; forward any final audit results to the city council within thirty (30) days of receipt of the final audit results.~~

~~(4) Recommend to the city council contracts with one or more qualified firms to conduct independent audits identified in the annual audit plan.~~

~~(5) Evaluate audits for performance and compliance with accepted professional standards and provide recommendations to the mayor and city council.~~

SECTION 3. That Chapter 7, Article III, be amended as follows:

Sec. 7-30. – Created **Aviation Advisory Commission**.

(a) **Mission.** Pursuant to the City Charter of the city of Glendale, Article V, Section 1, the city council does hereby create an aviation advisory commission

(b) **Bylaws.** Unless otherwise delineated with this section, the bylaws contained in Chapter 2, Article VIII shall apply.

(c) **Composition.** (1) The commission shall be composed of seven voting members, who shall be residents of the city and who shall be appointed by the mayor and city council. An eighth member will be a representative from Luke Air Force Base, who will not be required to be a resident of the city and who will not be a voting member.

(2) The mayor and city manager shall be ex-officio members, without voting privileges, of the commission.

(d) **Powers, duties and responsibilities.** The powers and duties of the commission shall be advisory in nature and all acts and actions thereof shall be subject to review by the city council. The primary powers and duties of the commission shall be to advise the city council on the following matters:

(1) Maintenance and operation of the airport;

(2) Airport rules and regulations;

(3) Proposals for airport development;

(4) Fees imposed by the city at the airport;

(5) Leases of city property at the airport;

(6) Land use policies at the airport;

(7) Role of the airport in statewide air transportation;

(8) Safety matters under jurisdiction of the airport;

(9) Capital improvement programs;

- (10) Noise concerns;
- (11) Such other matters as city council may periodically direct.

~~Sec. 7 31. Members.~~

~~(a) The commission shall be composed of seven voting members, who shall be residents of the city and who shall be appointed by the mayor and city council. An eighth member will be a representative from Luke Air Force Base, who will not be required to be a resident of the city and who will not be a voting member. The chairperson of the commission shall be appointed by the city council. All members shall be appointed for a term of two (2) years and serve with no compensation.~~

~~(b) The mayor and city manager shall be ex officio members, without voting privileges, of the commission.~~

~~Sec. 7 32. Functions.~~

~~The powers and duties of the commission shall be advisory in nature and all acts and actions thereof shall be subject to review by the city council. The primary powers and duties of the commission shall be to advise the city council on the following matters:~~

- ~~(1) Maintenance and operation of the airport;~~
- ~~(2) Airport rules and regulations;~~
- ~~(3) Proposals for airport development;~~
- ~~(4) Fees imposed by the city at the airport;~~
- ~~(5) Leases of city property at the airport;~~
- ~~(6) Land use policies at the airport;~~
- ~~(7) Role of the airport in statewide air transportation;~~
- ~~(8) Safety matters under jurisdiction of the airport;~~
- ~~(9) Capital improvement programs;~~
- ~~(10) Noise concerns;~~
- ~~(11) Such other matters as city council may periodically direct.~~

~~Sec. 7 33. Bylaws.~~

~~The commission shall establish written bylaws and rules for the conduct of its meetings and said bylaws and rules shall be forwarded to the council for approval by motion and vote.~~

~~Sec. 7 34. Staff liaison.~~

~~The airport manager shall serve as the staff liaison to the commission and see that such municipal services and facilities are made available so that the commission can carry forth its purpose.~~

SECTION 4. That the Glendale Zoning Ordinance, Article III, be amended as follows:

**3.103 – Board of Adjustment**

(a) Mission. The Board of Adjustment is **hereby created** as a quasi-judicial body created to hear requests for relief from the terms of this ordinance and to hear and decide appeals from decisions of the Planning Director.

**(b) Bylaws. Unless otherwise delineated with this section, the bylaws contained in Chapter 2, Article VIII shall apply.**

**(1) Ex Parte Contact. Any board member who reviews written communications or engages in verbal communications which are not part of the Board of Adjustment record shall disclose such communication at the time of the public hearing.**

~~(c)B.—Organization. Composition. The Board of Adjustment is hereby created and shall be composed of not less than five (5) nor more than seven (7) members who shall be residents of the city and who shall serve without pay. Each member of the Board of Adjustment shall be appointed by the City Council for a period of two (2) years. In the event of the death or resignation of a member, the vacancy may be filled for the unexpired term. Change of residence from the city of a member shall create a vacancy on the Board of Adjustment.~~

~~C. Officers. The City Council shall select a Chairman from among the members of the Board of Adjustment who shall serve as such Chairman for a term of one (1) year and who shall have the power to administer oaths and take evidence. The City Council shall select a Vice Chairman for a one (1) year term to act in the absence of the Chairman. The Planning Director or designee shall act as Secretary to the Board of Adjustment, whose duties are to keep accurate minutes of all proceedings and all other duties as maybe assigned by the Board of Adjustment.~~

~~D. Rules. Power, duties and responsibilities.~~

~~1. The Board of Adjustment shall adopt guidelines to establish rules of procedure for its governance consistent with provisions of this ordinance, laws of this state and the City Charter.~~

~~2. A quorum consisting of four (4) members shall be present in order to conduct business. A concurring vote of a majority of the appointed members present shall be required to reverse any order or decision of the Planning Director being appealed to the Board, or to approve or deny a request for a variance from the terms and conditions of this ordinance.~~

~~3. Board of Adjustment members shall be subject to all applicable conflict of interest provisions of State law and the City Charter.~~

The Board of Adjustment shall have all the powers which are now or may hereafter be given it by the general laws of the State and the ordinances of the City including, but not limited to:

(1). Hearing and deciding appeals from any decision or interpretation made by the Planning Director, except as otherwise provided in the administration and enforcement of this ordinance;

(2). Hearing and deciding requests for variances from the terms of this ordinance because of special circumstances applicable to a property, including its size, shape, topography, location, or surroundings, where the strict application of this ordinance would deprive such property of privileges enjoyed by other properties in the same zoning district;

- (3). Interpreting on appeal or on its own motion, the location of any district boundary line shown on the official zoning map of the City;
- (4). Prescribing any conditions or stipulations for any variance or appeal as it may deem necessary to fully carry out the provisions and intent of this ordinance and which will assure that the adjustment authorized shall not constitute a grant of special privileges inconsistent with the limitations upon other similarly situated or zoned properties. Such conditions may include, but not be limited to, a period of time for the applicant to carry out the terms of a variance or appeal;
- (5). To exercise powers of the Airport Board of Adjustment pursuant to Arizona Revised Statutes, Section 28-8473, et seq.

~~F. Ex Parte Contact. Any board member who reviews written communications or engages in verbal communications which are not part of the Board of Adjustment record shall disclose such communication at the time of the public hearing.~~

SECTION 5. That the Glendale Zoning Code, Article 3, be amended as follows:

### **3.104 - Historic Preservation Commission.**

~~A. Purpose. Mission. Pursuant to the City Charter of the city of Glendale, Article V, Section 1, the city council does hereby create a Historic Preservation commission. The Historic Preservation Commission shall work with the Planning Commission and City Council on matters of historic preservation; take the initiative in bringing people together on historic preservation issues; review proposed alterations to historic properties, historic districts and archaeological resources through the Certificate of Appropriateness process; and develop, maintain and from time to time amend, a plan for historic preservation in the city. The Historic Preservation Commission shall survey historic properties including archaeological resources, recommend to the Planning Commission and City Council designations for Historic Preservation Districts, initiate designations for historic preservation districts and amendments, and establish guidelines for evaluation of historic properties, including archaeological resources; provide public information and education on preservation, coordinate resources and provide technical assistance, promote revitalization of the City through preservation, and make recommendations to the Planning Commission, City Council and citizens of the City regarding historic preservation. The Commission may also confer with other city, county, regional, state and national historic preservation boards and commissions. The Commission shall initiate plans for the restoration or rehabilitation of privately owned buildings and the preservation of archaeological resources. The Commission shall work with City departments to discourage and prevent unwanted demolition of historic buildings and structures and the destruction of archaeological resources.~~

~~B. Organization. Composition. The Commission will shall consist of seven (7) members. Members of the Historic Preservation Commission are preferred to be persons who have demonstrated special interest, knowledge or experience in historic preservation. At least five (5) members are preferred to have a~~

**background in the following disciplines: architecture, history, architectural history, planning, archaeology, or related historic preservation disciplines, such as cultural geography or cultural anthropology.**

~~C. Officers. The City Council shall select a Chairman of the Historic Preservation Commission who shall serve as Chairman for a term of one (1) year, and who shall preside at all meetings and be the head of the Historic Preservation Commission. The City Council shall select for a one (1) year term, a Vice-Chairman to act in the absence of the Chairman. The Planning Director or designee shall act as Secretary to the Historic Preservation Commission, whose duties will be to record accurate minutes of the proceedings and any such other duties as may be assigned by the Historic Preservation Commission.~~

**D. Rules Powers, duties and responsibilities.**

~~1. The Historic Preservation Commission shall adopt guidelines to establish rules of procedure for its governance consistent with provisions of this ordinance, laws of this State, and the City Charter.~~

~~2. A quorum consisting of four (4) members shall be present to do business. A concurring vote of the majority of the appointed members present shall be required to approve or deny any motion on any public hearing item.~~

~~3. Historic Preservation Commission Members shall be subject to all applicable conflict of interest provisions of State law and the City Charter.~~

~~E. Qualifications. Members of the Historic Preservation Commission are preferred to be persons who have demonstrated special interest, knowledge or experience in historic preservation. At least five (5) members are preferred to have a background in the following disciplines: architecture, history, architectural history, planning, archaeology, or related historic preservation disciplines, such as cultural geography or cultural anthropology.~~ **The Historic Preservation Commission will**

(1) ~~shall work with the Planning Commission and City Council on matters of historic preservation; take the initiative in bringing people together on historic preservation issues;~~

(2) review proposed alterations to historic properties, historic districts and archaeological resources through the Certificate of Appropriateness process;

(3) develop, maintain and from time to time amend, a plan for historic preservation in the city. The Historic Preservation Commission shall survey historic properties including archaeological resources,

(4) recommend to the Planning Commission and City Council designations for Historic Preservation Districts,

(5) initiate designations for historic preservation districts and amendments, and establish guidelines for evaluation of historic properties, including archaeological resources;

(6) provide public information and education on preservation, coordinate resources and provide technical assistance, promote revitalization of the City through preservation, and make recommendations to the Planning Commission, City Council and citizens of the City regarding historic preservation. ~~The Commission may also confer with other city, county, regional, state and national historic preservation boards and commissions. The Commission shall initiate~~

~~plans for the restoration or rehabilitation of privately owned buildings and the preservation of archaeological resources.~~

(7) The Commission shall work with City departments to discourage and prevent unwanted demolition of historic buildings and structures and the destruction of archaeological resources.

SECTION 6. That Chapter 20, Article II, be amended as follows:

Sec. 20-16. - ~~Created~~ **Library Advisory Board**

~~There is hereby created a library advisory board for the city.~~

**(a) Mission.** Pursuant to the City Charter of the city of Glendale, Article V, Section 1, the city council does hereby create a Library Advisory Board.

**(b) Bylaws.** Unless otherwise delineated with this section, the bylaws contained in Chapter 2, Article VIII shall apply

**(c) Composition.** (a) The library advisory board shall have nine (9) members. Two (2) of the nine (9) members of the library advisory board shall be students attending high school at the time of their appointment by the city council. The student members of the board shall be full voting members of the board. The calculation of a quorum of the commission shall be based on the seven (7) non-student members.

(1) The student members of the board shall be appointed for one-year terms and may be re-appointed for a second one-year term. The non-student members of the board shall be appointed for a two-year term. All members shall serve without compensation.

**(d) Powers, duties and responsibilities.** The library advisory board shall:

(1) Advise and consult, through the chairman of the board with the library director as to the times to be included on the agenda of meetings of the board prior to preparation and distribution of the agenda by the library director. The library director if requested by any board member, shall include on the agenda any item requested by such board member;

(2) Review and approve the official minutes of all board meetings prior to transmittal of such minutes to the city council;

(3) Monitor and evaluate progress toward established goals;

(4) Recommend changes required to strengthen programs or reduce service levels;

(5) Identify desirable contacts and relationships with other governmental entities and cultivate cooperative or joint programs for agencies' mutual benefit;

(6) Recommend, assist and advise the city manager and the library director in establishing priorities at budget time for those items, other than administrative functions, relating to library policy.

(7) Submit, at least annually, to the city council through the city manager, a report which shall inform the council on matters of public interest and need in relation to the resources and services of the library system. This report shall include an overall evaluation of the library system.

~~Sec. 20-17.— Members.~~

~~(a) The library advisory board shall have nine (9) members, who shall reside within the corporate limits of the city. Such members shall be appointed by the city council. Two (2) of the nine (9) members of the library advisory board shall be students attending high school at the time of their appointment by the city council. The student members of the board shall be full voting members of the board. The calculation of a quorum of the commission shall be based on the seven (7) non-student members.~~

~~(b) The mayor, city manager and library director shall be ex-officio members of the library advisory board, and shall have no vote in the matters to come before the board.~~

~~(c) The student members of the board shall be appointed for one-year terms and may be re-appointed for a second one-year term. The non-student members of the board shall be appointed for a two-year term. All members shall serve without compensation.~~

~~Sec. 20-18.— Meetings, rules, etc.~~

~~The library advisory board shall:~~

~~(1) Establish such rules and regulations as it deems necessary for its government and for the faithful performance of its duties;~~

~~(2) By vote set a time for regular meetings, which shall be held at least once each month if there is business to transact;~~

~~(3) Establish a manner in which special meetings may be held and the notice to be given thereof;~~

~~(4) Require attendance of the members at regular meetings.~~

~~Sec. 20-19.— Quorum.~~

~~A majority of the library advisory board shall constitute a quorum, and the affirmative vote of a majority of the board members present at a meeting shall be required to take action.~~

~~Sec. 20-20.— Officers.~~

~~The chairperson of the board shall be appointed by the city council. The members of the board shall select a vice-chairman and a secretary. The chairman, vice-chairman and secretary shall serve terms of one year. The library director, or his duly authorized representative, may act as secretary of the board if requested by the secretary so to do.~~

~~Sec. 20-21.— Powers and duties.~~

~~The library advisory board shall:~~

~~(1) Advise and consult, through the chairman of the board with the library director as to the times to be included on the agenda of meetings of the board prior to preparation and distribution of the agenda by the library director. The library director if requested by any board member, shall include on the agenda any item requested by such board member;~~

~~(2) Review and approve the official minutes of all board meetings prior to transmittal of such minutes to the city council;~~

- ~~(3) Monitor and evaluate progress toward established goals;~~
- ~~(4) Recommend changes required to strengthen programs or reduce service levels;~~
- ~~(5) Identify desirable contacts and relationships with other governmental entities and cultivate cooperative or joint programs for agencies' mutual benefit;~~
- ~~(6) Recommend, assist and advise the city manager and the library director in establishing priorities at budget time for those items, other than administrative functions, relating to library policy.~~
- ~~(7) Submit, at least annually, to the city council through the city manager, a report which shall inform the council on matters of public interest and need in relation to the resources and services of the library system. This report shall include an overall evaluation of the library system.~~

SECTION 7. That Chapter 27, Article II, be amended as follows:

**Sec. 27-16. – ~~Created.~~ Parks and Recreation Commission**

**(a) Mission.** Pursuant to the City Charter of the city of Glendale, Article V, Section 1, the city council does hereby create a parks and recreation commission.

**(b) Bylaws.** Unless otherwise delineated with this section, the bylaws contained in Chapter 2, Article VIII shall apply

**(c) Composition.** The commission shall have nine (9) members. Two (2) of the nine (9) members of the commission shall be students attending high school at the time of their appointment by the city council. The student members of the commission shall be full voting members of the board. The calculation of a quorum of the commission shall be based on the seven (7) non-student members.

**(1) The student members of the board shall be appointed for one-year terms and may be re-appointed for a second one-year term. The non-student members of the board shall be appointed for a two-year term. All members shall serve without compensation.**

**(D) Powers, duties and responsibilities.** The powers and duties of the commission shall be to advise the city council on the following matters:

(1) Establishment of policies, rules and regulations relating to the planning, acquisition, disposition, operation, use, care and maintenance of areas and structures owned, leased or otherwise acquired by the city for use as parks and recreational centers.

(2) Development of a continuing plan for the city's park system and its recreation program.

(3) Establishing priorities at budget time for those items other than administrative functions relating to park acquisition, development and recreation programs.

(4) Such other matters as the mayor and city council may direct.

**Sec. 27-17. – Members.**

~~(a) The commission shall have nine (9) members, who shall be residents of the city and who shall be appointed by the city council. The chairperson of the commission shall be appointed by the city council. Two (2) of the nine (9) members of the commission shall be students attending high school at the time of their appointment by the city council.~~

~~The student members of the commission shall be full voting members of the board. The calculation of a quorum of the commission shall be based on the seven (7) non-student members.~~

~~(b) The mayor, city manager and parks and recreation director shall be ex-officio members, without voting privileges, of the commission.~~

~~(c) The student members of the board shall be appointed for one-year terms and may be re-appointed for a second one-year term. The non-student members of the board shall be appointed for a two-year term. All members shall serve without compensation.~~

~~Sec. 27-18. Staff liaison.~~

~~The parks and recreation director shall serve as the staff liaison to the commission and see that such municipal services and facilities are made available so that the commission can carry forth its purpose.~~

~~Sec. 27-19. By laws.~~

~~The commission shall establish written by-laws and rules for the conduct of its meetings, and said by-laws and rules shall be forwarded to the council for approval by motion and vote.~~

~~Sec. 27-20. Meetings and quorum.~~

~~The commission shall establish a time, by vote, for regular meetings, which shall be held at least once each month if there is business to transact. A majority of the commission shall constitute a quorum. The affirmative vote of a majority of the commission members present at a meeting shall be required for passage of any matter before the commission.~~

~~**Sec. 27-21. Functions.**~~

~~The powers and duties of the commission shall be advisory in nature, and all acts thereof shall be subject to review by the city council. The primary powers and duties of the commission shall be to advise the city council on the following matters:~~

~~(1) Establishment of policies, rules and regulations relating to the planning, acquisition, disposition, operation, use, care and maintenance of areas and structures owned, leased or otherwise acquired by the city for use as parks and recreational centers.~~

~~(2) Development of a continuing plan for the city's park system and its recreation program.~~

~~(3) Establishing priorities at budget time for those items other than administrative functions relating to park acquisition, development and recreation programs.~~

~~(4) Such other matters as the mayor and city council may direct.~~

SECTION 8. That Chapter 2, Article III, be amended as follows:

Sec. 2-71. – Personnel Board.

**(a) Mission. Pursuant to the City Charter of the city of Glendale, Article V, Section 1, the city council does hereby create a Personnel Board.**

- (b) **Bylaws.** Unless otherwise delineated with this section, the bylaws contained in Chapter 2, Article VIII shall apply
- (c) **Composition.** The personnel board consists of five (5) members. No person shall be appointed to the personnel board if he or she is employed by or is an official of the City of Glendale, or is an officer of a political party, above the level of precinct chairperson
- (d) **Powers, duties and responsibilities.** The duties of the personnel board are the following:
  - (1) Advise and make recommendations to the city manager and city council on merit system policy and human resources policies and procedures and administration.
  - (2) Serve as an advisory appeal hearing body on employee terminations, suspensions and disciplinary demotions and reductions in pay.
  - (3) Represent the public interest in human resources management in the city service.

**~~Sec. 2-71. Personnel board.~~**

- ~~(a) The personnel board consists of five (5) members appointed by the mayor and approved by the city council. The members of the personnel board shall be residents of the city and persons of the merit principles of public human resources management.~~
- ~~(b) No person shall be appointed to the personnel board if he or she is employed by or is an official of the City of Glendale, or is an officer of a political party, above the level of precinct chairperson.~~
- ~~(c) The members of the board shall serve terms of two (2) years.~~
- ~~(d) Vacancies occurring during a term shall be filled for the balance of the term.~~
- ~~(e) Members of the personnel board shall serve without compensation, but funds shall be provided for reasonable and necessary expenses.~~
- ~~(f) The chairperson of the board shall be appointed by the city council.~~
- ~~(g) The duties of the personnel board are the following:~~
  - ~~(1) Advise and make recommendations to the city manager and city council on merit system policy and human resources policies and procedures and administration.~~
  - ~~(2) Serve as an advisory appeal hearing body on employee terminations, suspensions and disciplinary demotions and reductions in pay.~~
  - ~~(3) Represent the public interest in human resources management in the city service.~~

**~~Sec. 2-72. Personnel board hearings.~~**

~~Procedure. All hearings conducted by the personnel board shall be governed by the city manager's procedures and directives.~~

SECTION 9. That the Glendale Zoning Code, Article III, be amended as follows:

3.102 - Planning Commission.

- (a). **Purpose Mission.** Pursuant to the City Charter of the city of Glendale, Article V, Section 1, the city council does hereby create a Planning Commission. The Planning Commission provides analysis and recommendations to the City Council

related to the City's General Plan, for zoning, ordinance amendments, subdivisions, conditional use permits, and other matters affecting land use, and development within the city.

~~(b) Organization.~~ **Bylaws. Unless otherwise delineated with this section, the bylaws contained in Chapter 2, Article VIII shall apply**

**(c) Composition.** The Planning Commission shall consist of no less than five (5) nor more than seven (7) members appointed by the City Council. Each member shall be appointed for a term of two years. In the event of the death or resignation of a member, the vacancy may be filled for the unexpired term. The members of the Planning Commission shall serve without compensation. Change of residence from the city by a member shall create a vacancy on the Planning Commission.

~~C. Officers.~~ The City Council shall select a Chairman of the Planning Commission who shall serve as Chairman for a term of one (1) year, and who shall preside at all meetings and be the head of the Planning Commission. The City Council shall select for a one (1) year term, a Vice Chairman to act in the absence of the Chairman. The Planning Director or designee shall act as Secretary to the Planning Commission, whose duties will be to record accurate minutes of the proceedings and any such other duties as may be assigned by the Planning Commission.

**(d) Powers, duties and responsibilities. Rules.**

- ~~1. The Planning Commission shall adopt guidelines to establish rules and regulations for its governance consistent with the laws of this state, this ordinance and with the City Charter;~~
- ~~2. The Planning Commission shall meet at least once a month at such time and place as may be fixed by the Planning Commission;~~
- ~~3. Planning Commission members shall be subject to all applicable conflict of interest provisions of State law and the City Charter; and~~
- ~~4. A quorum consisting of four (4) members shall be present in order to conduct business. A concurring vote of the majority of the appointed members present shall be required to approve or deny a motion on any public hearing item.~~

~~E. Powers.~~ The Planning Commission shall have all the powers which are now or may hereafter be given it by the general laws of the state and ordinances of the City to include at a minimum:

1. To hear requests for amendments of the text or official zoning map and recommend approval, denial, or approval with conditions to City Council;
2. To hear requests and approve or deny conditional use permits as required by this ordinance;
3. To prescribe conditions or stipulations for any conditional use permit or amendment to this Zoning Ordinance as may be required to carry out the provisions and intent of this ordinance;
4. To hear appeals from any decision made by the Planning Director resulting from the design review process;
5. To hear requests to amend the General Plan text or maps and recommend approval, denial, or approval with changes to the requested action;
6. To exercise powers of the Airport Zoning Commission pursuant to Arizona Revised Statutes, Section 28-8461, et seq.;

7. To make recommendations to City Council on the City's Capital Improvement Plans;
8. To hear requests for design review approval on certain freestanding identification signs as provided by [Section 7.104](#) of this ordinance.

Recommendations in Writing. All recommendations made to the City Council by the Planning Commission shall be submitted in writing. A report of all business conducted by the Planning Commission shall be forwarded to City Council in the form of minutes of all regular business meetings and hearings.

~~G. Expenditure. The Planning Commission shall have no authority to make expenditure on behalf of the City or to obligate the City for payment of any sums of money, except as herein provided, and then only after the City Council shall first authorize such expenditure.~~

SECTION 9. That the Glendale Zoning Code, Article III, be amended as follows:

~~Sec. 2-316. - Established. Citizens Transportation Oversight Commission~~

**(a). Mission. Pursuant to the City Charter of the city of Glendale, Article V, Section 1, the city council does hereby create a Citizens Transportation Oversight Commission. The purpose of the citizens' transportation oversight commission is to ensure public input and government accountability. The CTOC shall monitor the transportation fund expenditures to ensure that the voter-approved projects in accordance with Proposition 402 are completed in a timely and cost effective manner. The commission may recommend adjustments to projects when warranted to serve the best interests of the public.**

**(b). Bylaws. Unless otherwise delineated with this section, the bylaws contained in Chapter 2, Article VIII shall apply**

**(c). Composition. (a) The commission shall be composed of eleven (11) members, all of whom shall be residents of the City of Glendale, and who shall be appointed by the mayor and city council as follows:**

- (1) One (1) appointed by the mayor;**
- (2) One (1) appointed from each council district;**
- (3) Four (4) from the city at-large.**

**The chairperson and vice-chairperson of the commission shall be appointed by the mayor and city council from among the commission members.**

**(b) The members of the commission shall be appointed for a term of two (2) years; except that members of the first commission shall be designated by the city council for the following terms:**

- two (2) members for two (2) year terms;**
- two (2) members for two (2) year, four (4) month terms;**
- two (2) members for two (2) year, eight (8) months terms;**
- two (2) members for three (3) year terms;**
- two (2) members for three (3) years, four (4) month terms; and**
- one (1) member for three (3) year, eight (8) month term.**

Commission members can be reappointed for two (2) years, but can only serve for two (2) consecutive terms.

(c) The members of the commission shall be persons who have demonstrated special interest, knowledge and dedication to transportation issues and programs. The commission members should include representatives from neighborhoods, education, business, transportation, finance, and other interests.

(d) The Director of Transportation or his/her designee shall act as secretary and staff liaison to the commission.

(d). Powers, duties and responsibilities. The powers and duties of the commission shall be advisory in nature and all acts and actions thereof shall be subject to review by the city council. The commission's duties and responsibilities include, but are not limited to, the following:

(a) The principal responsibility of the commission will be to ensure that transportation projects and programs approved by the voters are implemented in a fair, cost effective, and timely manner in accord with the voters.

(b) Advise the city council on the following matters:

(1) Regional transportation issues, including freeways, regional transit and transportation systems management;

(2) Public transit, including the need for new, expanded or modified transit services within Glendale and as a part of a regional system; appropriateness and performance of existing transit services; capital improvement programs; review of regional transit plans, planning processes and initiatives with regard to their appropriateness for Glendale; and ownership and operation of transit systems and capital equipment, i.e., public, private or joint venture;

(3) Issues relating to bicycle routes, bikeways and bicycle programs;

(4) Issues relating to alternative modes of transportation, including trip reduction programs, ridesharing, parking, pedestrian ways and air quality efforts.

(c) Projects and services targeted for transportation sales tax funding will be included in a financially balanced long range transportation program that is updated every year. The program will list projects, completion dates, and funding sources for all projects that include transportation sales tax funding. The commission will review and recommend this program to the city council for action.

(d) An annual report will be issued that documents that status of the transportation sales tax program, including cost and revenues as well as any significant changes in the scope or completion dates of projects. The report will be reviewed by the commission and forwarded to the city council for consideration.

(e) The new transportation sales tax program will be audited as part of the city's independent audit every three (3) years for performance, fiscal accountability within the program, and consistency with voter actions. The commission will review these audits and forward them to the city council.

(f) The commission will be authorized to recommend to the city council any changes in the transportation sales tax program based on documented new information and changing needs.

(g) The commission will have staff support to address planning, programming, financial, and design concept issues.

**(h) The commission may hold public hearings as it deems appropriate, solicit public comment and opinion, determine which comments warrant further review, and submit recommendations to the city council regarding the comments.**

**(i) Perform all other duties, tasks, and responsibilities as delegated to the commission by the city council.**

~~There is hereby established within the City of Glendale a citizens' oversight commission whose members shall be appointed by the council of the City of Glendale. (Ord. No. 2241, § 1, 2-12-02)~~

**~~Sec. 2-317. Purpose.~~**

~~The purpose of the citizens' transportation oversight commission is to ensure public input and government accountability. The CTOC shall monitor the transportation fund expenditures to ensure that the voter approved projects in accordance with Proposition 402 are completed in a timely and cost effective manner. The commission may recommend adjustments to projects when warranted to serve the best interests of the public.~~

**~~Sec. 2-318. Members.~~**

~~(a) The commission shall be composed of eleven (11) members, all of whom shall be residents of the City of Glendale, and who shall be appointed by the mayor and city council as follows:~~

- ~~(1) One (1) appointed by the mayor;~~
- ~~(2) One (1) appointed from each council district;~~
- ~~(3) Four (4) from the city at large.~~

~~The chairperson and vice chairperson of the commission shall be appointed by the mayor and city council from among the commission members.~~

~~(b) The members of the commission shall be appointed for a term of two (2) years; except that members of the first commission shall be designated by the city council for the following terms:~~

- ~~two (2) members for two (2) year terms;~~
- ~~two (2) members for two (2) year, four (4) month terms;~~
- ~~two (2) members for two (2) year, eight (8) months terms;~~
- ~~two (2) members for three (3) year terms;~~
- ~~two (2) members for three (3) years, four (4) month terms; and~~
- ~~one (1) member for three (3) year, eight (8) month term.~~

~~Commission members can be reappointed for two (2) years, but can only serve for two (2) consecutive terms.~~

~~(c) The members of the commission shall be persons who have demonstrated special interest, knowledge and dedication to transportation issues and programs. The commission members should include representatives from neighborhoods, education, business, transportation, finance, and other interests.~~

~~(d) The Director of Transportation or his/her designee shall act as secretary and staff liaison to the commission.~~

~~(Ord. No. 2241, § 1, 2-12-02)~~

~~Sec. 2-319.— Meetings and rules.~~

~~(a) The commission shall establish and adopt such rules, regulations or bylaws as it deems necessary for the conduct of its business and performance of its duties.~~

~~(b) The commission shall establish a set time for regular meetings, which shall be at least once each month if there is business to conduct.~~

~~(c) A majority of the commission shall constitute a quorum and the affirmative vote of a majority of the commission members present and voting shall be required to take action.~~

~~Sec. 2-320.— Powers and duties.~~

~~The powers and duties of the commission shall be advisory in nature and all acts and actions thereof shall be subject to review by the city council. The commission's duties and responsibilities include, but are not limited to, the following:~~

~~(a) The principal responsibility of the commission will be to ensure that transportation projects and programs approved by the voters are implemented in a fair, cost effective, and timely manner in accord with the voters.~~

~~(b) Advise the city council on the following matters:~~

~~(1) Regional transportation issues, including freeways, regional transit and transportation systems management;~~

~~(2) Public transit, including the need for new, expanded or modified transit services within Glendale and as a part of a regional system; appropriateness and performance of existing transit services; capital improvement programs; review of regional transit plans, planning processes and initiatives with regard to their appropriateness for Glendale; and ownership and operation of transit systems and capital equipment, i.e., public, private or joint venture;~~

~~(3) Issues relating to bicycle routes, bikeways and bicycle programs;~~

~~(4) Issues relating to alternative modes of transportation, including trip reduction programs, ridesharing, parking, pedestrian ways and air quality efforts.~~

~~(c) Projects and services targeted for transportation sales tax funding will be included in a financially balanced long range transportation program that is updated every year. The program will list projects, completion dates, and funding sources for all projects that include transportation sales tax funding. The commission will review and recommend this program to the city council for action.~~

~~(d) An annual report will be issued that documents that status of the transportation sales tax program, including cost and revenues as well as any significant changes in the scope or completion dates of projects. The report will be reviewed by the commission and forwarded to the city council for consideration.~~

~~(e) The new transportation sales tax program will be audited as part of the city's independent audit every three (3) years for performance, fiscal accountability within the program, and consistency with voter actions. The commission will review these audits and forward them to the city council.~~

~~(f) The commission will be authorized to recommend to the city council any changes in the transportation sales tax program based on documented new information and changing needs.~~

- ~~(g) The commission will have staff support to address planning, programming, financial, and design concept issues.~~
  - ~~(h) The commission may hold public hearings as it deems appropriate, solicit public comment and opinion, determine which comments warrant further review, and submit recommendations to the city council regarding the comments.~~
  - ~~(i) Perform all other duties, tasks, and responsibilities as delegated to the commission by the city council.~~
- ~~(Ord. No. 2241, § 1, 2-12-02)~~

SECTION 10. That Chapter 28, Article III be amended as follows:

Sec. 28-41. – ~~Created Community Development Advisory Committee.~~

- (a).Mission.** Pursuant to the City Charter of the city of Glendale, Article V, Section 1, the city council does hereby create a Community Development Advisory Committee.
- (b) Bylaws.** Unless otherwise delineated with this section, the bylaws contained in Chapter 2, Article VIII shall apply.
- (c) Composition.** The committee shall consist of twelve (12) members, as follows: four (4) representatives of low-income residents/neighborhoods, who shall be Glendale residents and shall be democratically selected; four (4) representatives of community groups, organizations or businesses; and four (4) representatives of City Council districts and/or Mayoral Office. At large appointments to the committee shall be made by the City Council. The community services director or his/her delegate shall act as secretary for the committee and shall keep a record of all proceedings of the committee.
- (d) Powers, duties and responsibilities.** The community development advisory committee shall have the following powers and duties:
  - (1)** to advise, counsel and aid the city in developing, implementing and evaluating the city's community development block program; and
  - (2)** to advise, counsel and aid the city regarding rules, regulations and policies governing the maintenance and operation of housing programs and proposals for development of additional housing.
  - (3)** to advise, counsel and aid the city in developing, implementing and evaluating the city's Community Action Program and community needs assessment.

~~There is hereby created a community development advisory committee of the city.~~

~~**Sec. 28-42. – Members.**~~

- ~~(a) The community development advisory committee shall consist of twelve (12) members, as follows: four (4) representatives of low income residents/neighborhoods, who shall be Glendale residents and shall be democratically selected; four (4) representatives of community groups, organizations or businesses; and four (4) representatives of City Council districts and/or Mayoral Office. At large appointments to the committee shall be made by the City Council and shall be for two year terms.~~
- ~~(b) The mayor and city manager shall be ex-officio members of the committee.~~

**Sec. 28-43. -- Officers and meetings.**

~~(a) The council shall appoint a chairman from the members of the community development advisory committee, which chairman shall serve at the pleasure of the council. At the organizational meeting of the committee, the members shall establish rules and regulations to govern its affairs and such rules and regulations shall designate:~~

~~(1) Other officials of the committee, the time and manner of the election, the terms of each office and the duties of each officer.~~

~~(2) The time, place and manner of notice of all regular and special meetings.~~

~~(3) The manner of adoption, amendment and repeal of the rules and regulations of the committee.~~

~~(4) Any and all other provisions necessary or desirable to aid the committee in conducting its affairs which are not contrary to the provisions of this article, any other ordinances, resolutions or the charter of the city or laws of the state or federal governments.~~

~~(b) The community services director or his/her delegate shall act as secretary for the committee and shall keep a record of all proceedings of the committee.~~

**Sec. 28-44. -- Functions.**

~~The community development advisory committee shall have the following powers and duties:~~

~~(a) to advise, counsel and aid the city in developing, implementing and evaluating the city's community development block program; and~~

~~(b) to advise, counsel and aid the city regarding rules, regulations and policies governing the maintenance and operation of housing programs and proposals for development of additional housing.~~

~~(c) to advise, counsel and aid the city in developing, implementing and evaluating the city's Community Action Program and community needs assessment.~~

SECTION 11. That Chapter 2, Article VIII, Division 2 be amended as follows:

**DIVISION 2. - HOUSING ADVISORY COMMISSION**

**Sec. 2-281. - Created. Housing Advisory Commission**

**(a) Mission.** Pursuant to the City Charter of the city of Glendale, Article V, Section 1, the city council hereby creates a municipal housing advisory commission.

**(b) Bylaws.** Unless otherwise delineated with this section, the bylaws contained in Chapter 2, Article VIII shall apply.

**(c) Composition.** The municipal housing advisory commission shall be composed of five (5) members.

**(d) Powers, duties and responsibilities.** The commission shall, through the community housing service director, advise the mayor and council or appropriate city staff regarding rules, regulations and policies governing the maintenance and operation of housing programs; proposals for development of additional housing; and any other such matters as directed by the mayor and council

**Sec. 2-282. -- Members.**

~~The municipal housing advisory commission shall be composed of five (5) members, all of whom shall be residents of the city, who shall be appointed by the city council. The chairperson of the commission shall be appointed by the city council. The term of service shall be for a period of two (2) years; however, the original appointees shall serve terms as follows:  
(1) Three (3) of the original members shall be appointed for a term of three (3) years;  
(2) Two (2) of the original members shall be appointed for a term of two (2) years.~~

~~Sec. 2-283.— Meetings, rules, bylaws, etc.~~

~~The municipal housing advisory commission shall have the power to:~~

- ~~(1) Establish such rules, regulations or bylaws as it deems necessary for its government and for the faithful performance of its duties;~~
- ~~(2) Set a time for regular meetings, which shall be at least once each month if there is business to transact;~~
- ~~(3) Establish a manner in which special meetings may be held and the notice to be given thereof.~~

~~Sec. 2-284.— Quorum.~~

~~A majority of the commission shall constitute a quorum, and the affirmative vote of three (3) of the members shall be required to take action.~~

~~Sec. 2-285.— Powers and duties.~~

~~The commission shall, through the community housing service director, advise the mayor and council or appropriate city staff regarding rules, regulations and policies governing the maintenance and operation of housing programs; proposals for development of additional housing; and any other such matters as directed by the mayor and council.~~

~~(Ord. No. 1423, § 2, 5-27-86)~~

~~Secs. 2-286—2-290.— Reserved.~~

SECTION 12. That Chapter 2, Article VIII, Division 5 be amended as follows:

Sec. 2-311. ~~Established.~~ **Commission on Diverse Cultures**

**(a) Mission.** Pursuant to the City Charter of the city of Glendale, Article V, **Section 1** There is hereby established ~~within the city~~ a human relations commission whose members shall be appointed by the city council of the city.

**(b) Bylaws.** Unless otherwise delineated with this section, the bylaws contained in **Chapter 2, Article VIII shall apply.**

- (1) The commission may establish such sub-committees as it deems necessary to assist the commission in fulfilling its powers and duties. The members of the sub-committees shall be Glendale Human Relations Commission members and shall be appointed by the commission. Each sub-committee shall be chaired by a member of the commission who shall be appointed by the chairperson of the commission. The sub-committee shall have no authority to act independent of the commission.

**(c) Composition./ the Commission shall consist of seven (7) members, who shall be appointed by the city council, (one (1) member appointed from each district, and**

**one (1) member at large appointed by the mayor) to be broadly representative of the members of the community**

**(d) Powers, duties and responsibilities. The Commission will act as an advisory body to the mayor and city council by making recommendations on ways to encourage mutual respect and understanding among all people, to discourage prejudice and discrimination, and to support cultural awareness and unity of the community in all its diverse forms. The commission may also make recommendations for special events.**

~~Sec. 2-312. Members.~~

~~(a) The Glendale Human Relations Commission shall consist of seven (7) members, who shall be appointed by the city council, (one (1) member appointed from each district, and one (1) member at large appointed by the mayor) to be broadly representative of the members of the community. Members of the commission shall be residents of Glendale. The term of appointment shall be for a period of two (2) years; however, the term of five (5) original members shall be for a three-year term as determined by the city council. The chairperson and vice-chairperson shall be nominated by the government services committee for final approval by the city council. The term of appointment for the chair and vice-chair shall be for a period of one (1) year.~~

~~(b) All vacancies shall be filled by the city council for the remainder of the term of the member causing the vacancy.~~

~~Sec. 2-313. Powers and duties.~~

~~(a) The Glendale Human Relations Commission will act as an advisory body to the mayor and city council by making recommendations on ways to encourage mutual respect and understanding among all people, to discourage prejudice and discrimination, and to support cultural awareness and unity of the community in all its diverse forms. The commission may also make recommendations for special events.~~

~~(b) The commission may establish such rules of procedure as it deems necessary for the conduct of its business and the faithful performance of its duties. Such rules shall not be inconsistent with any provision contained in the City Code or any procedural rule adopted by the city council or set forth in the City Charter.~~

~~(c) The commission may establish such sub-committees as it deems necessary to assist the commission in fulfilling its powers and duties. The members of the sub-committees shall be Glendale Human Relations Commission members and shall be appointed by the commission. Each sub-committee shall be chaired by a member of the commission who shall be appointed by the chairperson of the commission. The sub-committee shall have no authority to act independent of the commission.~~

~~(d) A majority of the commission shall constitute a quorum and the affirmative vote of a majority of the commission members present and voting at a meeting shall be required to take action.~~

~~(e) The commission may only forward findings and recommendations to the city council that have received an affirmative vote of the majority of its members present at a properly called commission meeting.~~

SECTION 13. That Chapter 2, Article VIII, Division 8 be amended as follows:

DIVISION 8. - CITIZENS UTILITY ADVISORY COMMISSION

Sec. 2-326. - ~~Established.~~ **Citizen's Utility Advisory Commission**

- (a) **Mission.** Pursuant to the City Charter of the city of Glendale, Article V, Section 1, There is hereby established within the City of Glendale a Citizens Utility Advisory Commission whose members shall be appointed by the council of the City of Glendale.
- (b) **Bylaws.** Unless otherwise delineated with this section, the bylaws contained in Chapter 2, Article VIII shall apply.
- (1). All recommendations forwarded by the commission to the city council and other actions of the commission must receive an affirmative vote of not less than a majority of the members present at the meeting at which an item is voted upon by the commission
- (c) **Composition.** The commission shall be composed of seven (7) members. The Water Services Director shall serve as secretary and staff liaison to the commission
- (d) **Powers, duties and responsibilities.**
- (1) The commission will provide Council with recommendations related to the impact of the City's water and solid waste management services, operations, policies, rates, fees and budgets on the well-being and quality of life of Glendale residents and businesses.
- (2) The commission may hold public meetings and hearings to obtain the input of Glendale citizens or any other interested person on any issue related to its purpose and within its jurisdiction.

Sec. 2-327. - Purpose.

- (a) The commission will provide Council with recommendations related to the impact of the City's water and solid waste management services, operations, policies, rates, fees and budgets on the well being and quality of life of Glendale residents and businesses.
- (b) The commission may hold public meetings and hearings to obtain the input of Glendale citizens or any other interested person on any issue related to its purpose and within its jurisdiction.
- (Ord. No. O17-06, § 1, 1-24-17, eff. 2-24-17)

Sec. 2-328. - Members.

- (a) The commission shall be composed of seven (7) members who shall serve without compensation. The members shall be residents of the City of Glendale.
- (b) The members of the commission shall be appointed for a term of two (2) years.
- (c) The Chairperson and Vice Chairperson of the commission shall be appointed by the mayor and city council from among the commission members. The term of appointment for the chairperson and vice chairperson shall be for a period of one (1) year.
- (d) The Water Services Director shall serve as secretary and staff liaison to the commission.
- (Ord. No. O17-06, § 1, 1-24-17, eff. 2-24-17)

Sec. 2-329. - Meetings and rules.

- ~~(a) The commission shall establish and adopt such rules, regulations or bylaws as it deems necessary for the conduct of its business and performance of its duties.~~
- ~~(b) The commission shall establish a set time for regular meetings, which shall be at least quarterly if there is business to conduct.~~
- ~~(c) The commission will be provided with information necessary to perform its duties. Such information may include information related to the city's provision of water and solid waste management to its users and related to the City's policies, operations, budgets, fees and rates charged for such services.~~
- ~~(d) A majority of the commission shall constitute a quorum and the affirmative vote of a majority of the commission members present and voting shall be required to take action.~~
- ~~(Ord. No. O17-06, § 1, 1-24-17, eff. 2-24-17)~~

~~Sec. 2-330. Recommendation to council.~~

~~All recommendations forwarded by the commission to the city council and other actions of the commission must receive an affirmative vote of not less than a majority of the members present at the meeting at which an item is voted upon by the commission.~~

~~(Ord. No. O17-06, § 1, 1-24-17, eff. 2-24-17)~~

~~Secs. 2-252 — 2-265. Reserved.~~

SECTION 14. That the provisions of this ordinance shall become effective thirty (30) days after passage of this ordinance by the Glendale City Council.

PASSED, ADOPTED AND APPROVED by the Mayor and Council of the City of Glendale, Maricopa County, Arizona, this \_\_\_\_\_ day of February 2022.

\_\_\_\_\_  
Mayor Jerry P. Weiers

ATTEST:

\_\_\_\_\_  
Julie K. Bower, City Clerk (SEAL)

APPROVED AS TO FORM:

\_\_\_\_\_  
Michael D. Bailey, City Attorney

REVIEWED BY:

\_\_\_\_\_

Kevin R. Phelps, City Manager

DRAFT