



COUNCIL COMMITTEE REPORT AUDIT AND FINANCE COMMITTEE

Date: November 16, 2015

Agenda Item #: 7

Agenda Item 7: Office of the City Clerk Proposed Universal Changes to Board & Commission Bylaws.

Vote : 4-0-0 [Committee members are Mayor Pro Tem Tovo (chair), Council Member Troxclair (vice-chair), Council Member Pool, and Council Member Renteria]

Sponsors/Department: Office of the City Clerk

Summary of Discussion

The Office of the City Clerk presented 23 boards and commissions who adopted universal changes to their respective bylaws. The changes are for boards bylaws to be concurrent with city code. The following boards approved these changes:

Airport Advisory Commission	Hispanic/Latino Quality of Life Advisory Commission
Animal Advisory Commission	Historic Landmark Commission
Arts Commission	Library Commission
Asian American Quality of Life Advisory Commission	Mexican American Cultural Center Advisory Board
Commission on Seniors	MBE/WBE & Small Business Enterprise Procurement Program Advisory Committee
Community Development Commission	Mechanical, Plumbing & Solar Board
Construction Advisory Committee	Public Safety Commission
Design Commission	Robert Mueller Airport Plan Implementation Advisory Commission
Early Childhood Council	Sustainable Food Policy Board
Electric Board	Urban Transportation Commission
Ethics Review Commission	Water & Wastewater Commission
Zero Waste Advisory Board	

The universal changes to board bylaws include:

- Increasing membership to 11 from 7.
- Amending term dates to begin March 1st instead of August 1st to run concurrent with November elections and from May elections.
- Amending term lengths from 3 years to 4 years.
- Adding “active military service” to list of excused absences.
- Amending officer elections to occur in April and begin May 1st through April 30th.

- Amending quorum requirements from 4 to 6 members.
- Addition of City Code 2-1-44E to bylaws (Article 7O) which states that “a member of the public may not address a board at a meeting on an item posted as a briefing.”
- Any amendments made to specific ordinances in code relating to respective boards.
Example- the Austin Music Commission is now the Music Commission.
- Changes to supporting department, if applicable. Example- The Building & Fire Code Board of Appeals & the Electric Board are now being supported by the Development Services Department and the Design Commission & Historic Landmark Commission are now being supported by the Planning & Zoning Department.

Direction:

The universal changes for the boards listed above were forwarded to the City Council with a unanimous recommendation. Committee members also approved special request guidelines to have all boards adopting only these universal changes be sent directly to Council for approval. As of 12/21/15 the adopted bylaws with universal changes include:

- Building & Fire Code Board of Appeals
- Commission on Veterans Affairs
- Community Technology & Telecommunications Commission
- Mayor’s Committee for People with Disabilities
- Environmental Commission

Recommendation:

The motion to forward the Proposed Universal Changes to Board & Commission Bylaws to the City Council for consideration was approved on Council Member Renteria’s motion, Vice Chair Troxclair’s second on a 4-0 vote.