

# Creation of an Advisory Body

Based on 2-1-1 Definitions



OFFICE OF  
THE CITY CLERK

# 01.



## BOARD OR COMMISSION

Permanent Advisory or  
Decision-Making Body

- Members nominated by Council or other authorized organization
- Approved by Council
- Comply with:
  - TOMA
  - Attendance Requirements
  - Training
  - Residency Requirements
- Size can be set by council
- Established by Ordinance

- Comprised of members of two or more boards selected by Council.

- Nominated by each board.
- Nominations approved by Council.

- Council defines the subject matter or matters.
- Established by Ordinance.

# 02.

## JOINT COMMITTEE

Body Established by  
Council from Other  
Boards

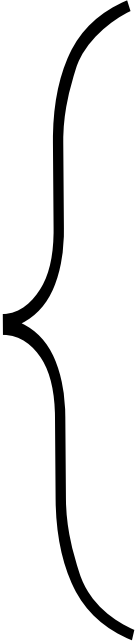
# 03.

## THE PROCESS

### **COUNCIL COMMITTEE**

- A** Place a resolution directing staff to bring forth an ordinance on the Council Agenda
- B** Place an ordinance creating the board/commission or joint committee on the Council Agenda
- C** Initiate an IFC with co-sponsors for either a resolution or ordinance

### **RESOLUTION OR ORDINANCE**

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- 1** Purpose and specific duties of the board/commission or joint committee
  - 2** Size of the board/commission - standard size membership or not
  - 3** If joint committee what board/commission are represented
  - 4** Should members be required to file SFI under section 2-7-72



# QUESTIONS