



City of San Antonio

Agenda Memorandum

File Number:15-3330

Agenda Item Number: 4.

Agenda Date: 5/20/2015

In Control: Governance Committee

DEPARTMENT: Office of the City Clerk

DEPARTMENT HEAD: Leticia M. Vacek (OCC)

COUNCIL DISTRICTS IMPACTED: City Wide

SUBJECT:

Boards and Commissions Review Process

SUMMARY:

On April 28, 2015, Mayor Taylor submitted a memo requesting that staff identify good models and best practices from within current City functions regarding a Boards and Commissions Review Process. The Office of the City Clerk (OCC) surveyed the following cities: Austin, Dallas, El Paso, Fort Worth, San Jose, Phoenix, Indianapolis, and the State of Texas.

BACKGROUND INFORMATION:

In the past, the Governance Council Committee has appointed a Subcommittee comprised of three City Council Members to review boards and commissions. In February 2004, 2005, 2008, and 2009, subcommittees have been established.

Beginning in September 2008, the Governance Committee's Subcommittee on Boards and Commissions Members Justin Rodriguez, District 7, Delicia Herrera, District 6, and Councilmember Mary Alice Cisneros, District 1, met to discuss rules governing Boards and Commissions. On March 4, 2009 the Governance Committee approved their suggested revisions. The revisions include maintaining applications for one year and notification to applicants that do not qualify to serve. Additionally, citizens can serve on more two or more boards. In addition, City Council Committees may recommend sunset, consolidation or other necessary action to the Boards Review Commission. Thereafter, the Fort Sam Houston, San Antonio Literacy Commission, and Commission on Children and Families have all been consolidated with other existing boards or into newly created boards, as the Building Standards Board.

ISSUE:

Attachment 1 is the survey of various cities selected in coordination with the Office of Innovation. In summary, several cities conduct minimal advertising while the City of San Jose extensively advertises vacancies. Regarding the number of Boards, the City of San Jose only has 20 Boards, while the City of San Antonio has 83 Boards. Most cities surveyed conduct a review which varies from the Auditor's Office to no formal process. Other areas surveyed were consolidation, elimination, and to the extent of what boards were

involved and what new boards were created. In addition, Mayor Taylor requested the processes of the State of Texas. Due to the State's Open Records Request Process; we are awaiting a response.

Attachment 2 provides the City of San Antonio Boards and Commissions Guideline recommendations coordinated by the Office of the City Clerk and the Office of the City Attorney.

FISCAL IMPACT:

There is no fiscal impact.

RECOMMENDATION:

The Office of the City Clerk recommends that the Governance Committee appoint a Boards Review Commission to continue to review the City of San Antonio's Boards on a rolling basis.