



City of Emeryville

CALIFORNIA

MEMORANDUM

DATE: June 7, 2022

TO: Christine Daniel, City Manager

FROM: Sheri Hartz, City Clerk

SUBJECT: Discussion on Whether To Add A Future Agenda Item To Consider Amending The Rules Of Procedure For Local Boards, Committees And Commissions To Change The Terms Of Community Advisory Body Members To Align With The Calendar Year Rather Than The Fiscal Year. (Mayor Bauters)

RECOMMENDATION

This report offers the City Council the opportunity to discuss whether to add a future agenda item to consider amending the Rules of Procedure as described in the title above.

DISCUSSION

At the March 1, 2022, regular City Council meeting, Mayor Bauters requested and received majority support that an item be added to a future City Council meeting agenda for the Council to discuss aligning advisory body appointments with the calendar year rather than the fiscal year. The terms are established in the Rules of Procedure (Section 1.3), so changing them would require an amendment to the Rules, which is traditionally done by resolution.

The terms for committee/commission members were last considered by the Council in March 2015, at which time they were changed from calendar year to fiscal year. This schedule also enabled committee appointments to coincide with the terms of the Planning Commission, which are established in the Municipal Code as running from July 1 through June 30.

CURRENT PROCESS

Activity	Schedule
Council reorganization; new Council Members seated	December
Council Liaisons, Council Committees, Standby Officers and Council Regional Seats assigned	December
Committee Annual Reports to Council: Accomplishments/Goals	March/April
Annual recruitment for expiring Committee/Commission terms begins	April
Appointments made to fill Committee/Commission seats with terms expiring June 30	June
New Committee/Commission terms begin	July 1 st

FISCAL IMPACT

There are no direct fiscal impacts to the City from taking this action.

STAFF COMMUNICATION WITH THE PUBLIC

This item was requested by Mayor Bauters at the March 1, 2022, meeting.

CONFLICT OF INTEREST

Not applicable

CONCLUSION

Whether to discuss the matter and provide staff direction is at the Council's discretion.

PREPARED BY: Sheri Hartz, City Clerk

APPROVED AND FORWARDED TO THE CITY COUNCIL OF THE CITY OF EMERYVILLE:



Christine Daniel, City Manager

ATTACHMENTS

- Rules of Procedure for Local Boards, Committees and Commissions