

# AGENDA ITEM SUMMARY

July 17, 2018

City Council

## STAFF

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Ginny Sawyer, Policy and Project Manager  
Ingrid Decker, Legal

## SUBJECT

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Resolution 2018-070 Approving a Process for Certain Boards and Commissions to Conduct Joint Working Meetings.

## EXECUTIVE SUMMARY

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The purpose of this item is to outline a structure to allow multiple boards and commissions to work cross-functionally on two (yet to be determined) projects to further Triple Bottom Line thinking across boards and commissions.

## STAFF RECOMMENDATION

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Staff recommends adoption of the Resolution.

## BACKGROUND / DISCUSSION

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The Futures Committee meeting in May 2018 focused on the future of citizen advisory engagement and on a board and commission “experiment” brought forward by two members of the Economic Advisory Commission.

The proposed experiment focuses on allowing multiple boards and commissions to meet twice a year for an extended meeting on high-priority topics of common interest, using a Triple Bottom Line (TBL) focus. The goal of these meetings would be to allow a more integrated and comprehensive discussion and analysis of complex issues.

The initial vision is to begin with the boards and commissions (B&C) supported by Sustainability Services Area (SSA), including the following:

- Economic Advisory Commission
- Affordable Housing Board
- Air Quality Board
- Natural Resources Board
- Community Development and Block Grant Commission
- Women’s Commission

This experiment also addresses ongoing feedback from B&C members that they would like to have more integration and interaction across boards and ultimately provide more effective and thorough recommendations to Council.

If this Resolution is adopted, staff will develop a plan that outlines topics and timing. The current proposal is that the joint meetings would replace the individual B&C meetings in the month in which the joint meeting occurs. An evaluation of process and effectiveness will also be developed. If the process is effective, it may be expanded to include other City boards and commissions.

**PUBLIC OUTREACH**

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Economic Advisory Commission members, Sam Solt and Ted Settle, met with the other involved B&Cs and this idea was well received.

**ATTACHMENTS**

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1. Memo Outlining a Process and Framework for Boards and Commissions to Conduct Joint Working Meetings (PDF)



## MEMORANDUM

**DATE:** June 20, 2018

**TO:** Mayor and Councilmembers

**THRU:** Darin Atteberry, City Manager;  
Jeff Mihelich, Deputy City Manager;  
Jacqueline Kozak-Thiel, Chief Sustainability Officer  
Josh Birks, Economic Health and Redevelopment Director

**FROM:** Sam Solt, Chair – Economic Advisory Commission;  
Ted Settle Vice-Chair – Economic Advisory Commission; and  
Members, Economic Advisory Commission

**RE:** **OUTLINING A PROCESS AND FRAMEWORK FOR BOARDS AND COMMISSIONS TO CONDUCT JOINT WORKING MEETINGS**

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The purpose of this memorandum is to inform City Council of the Economic Advisory Commission's (EAC) recommendation regarding the City Council's pending action on July 17<sup>th</sup> to authorize Boards and Commissions to conduct joint working meetings to allow for cross-functional work on two (yet to be determined) projects to further Triple Bottom Line thinking.

### **Position:**

The Economic Advisory Commission would like to thank Councilmembers and City Staff representing the Futures Committee for taking the time to consider alternative means of involving Boards and Commissions in Council's decision making. We appreciated the open dialogue with the Futures Committee on May 14 and look forward to continuing that same dialogue with the full Council.

The Commission is very supportive of the concept of a pilot project that would enable several boards and commissions to work collaboratively to provide valuable feedback to the Council on a variety of issues. We look forward to seeing the final design of the pilot project and are ready to participate fully in that effort.

RESOLUTION 2018-070  
OF THE COUNCIL OF THE CITY OF FORT COLLINS  
APPROVING A PROCESS FOR CERTAIN BOARDS AND COMMISSIONS TO CONDUCT  
JOINT WORKING MEETINGS

WHEREAS, the Council Futures Committee has had several discussions about the future of Council boards and commissions, including what their future purposes and processes should be to remain effective and encourage diverse community participation; and

WHEREAS, in weighing the next steps to move in that direction, the Futures Committee, at its regular meeting on May 14, 2018, considered an idea for community advisory engagement involving an experiment suggested by two members of the Economic Advisory Commission; and

WHEREAS, the proposed experiment would bring together multiple City boards and commissions twice a year for an extended meeting on high-priority topics of common interest, using a Triple Bottom Line focus; and

WHEREAS, each participating board or commission could then use the information and insights gained in the extended meetings to inform its own discussions and decisions; and

WHEREAS, this approach would allow for a more comprehensive discussion and analysis of complex issues, with the goal of providing more effective and thorough recommendations to the City Council through the participating boards and commissions; and

WHEREAS, City staff would determine the topics, which boards and commissions would participate, and when the joint meetings would occur; and

WHEREAS, the current proposal is that the joint meetings would replace the individual board and commission meetings in the month in which the joint meeting occurs; and

WHEREAS, staff proposes working initially with six boards and commissions that are supported by the Sustainability Services Area, including:

1. Economic Advisory Commission
2. Affordable Housing Board
3. Air Quality Board
4. Natural Resources Board
5. Community Development and Block Grant Commission
6. Women's Commission; and

WHEREAS, staff would also develop a method for evaluating the process and whether the experiment was effective, and report back to the City Council following the second extended meeting; and

WHEREAS, if the process is effective, it may be expanded to include other City boards and commissions in different combinations depending on the topic to be discussed; and

WHEREAS, Section 2-75 of the City Code authorizes City boards and commissions, in addition to their duties and functions specified in the Code, to participate on a case-by-case basis in the review, discussion and advisement of the City Council regarding any policy or program matter, upon the request of the City Council or the City Manager.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF FORT COLLINS as follows:

Section 1. That the City Council hereby makes and adopts the determinations and findings contained in the recitals set forth above.

Section 2. That in support of continuous improvement in the boards and commissions and public engagement processes, the City Council hereby approves the approach outline above, and directs the City Manager to choose appropriate topics for extended joint meetings of selected City boards and commissions based on the current list of City Council priorities, and requests that those boards and commissions participate in said joint meetings as described.

Passed and adopted at a regular meeting of the Council of the City of Fort Collins this 17th day of July, A.D. 2018.

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Mayor

ATTEST:

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City Clerk