

  
**REQUEST FOR COUNCIL ACTION**

Date: February 10, 2014

Item No.: 9.a

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Department Approval

City Manager Approval



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Item Description:

Adopt Ordinances Establishing a Finance and Community Engagement Commission and Amend Title 2: Commissions of City Code

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**BACKGROUND**

On January 27, 2014 the Council reviewed draft ordinances creating chapters for a Finance and Community Engagement Commission. As a result of changes articulated at the meeting, Chapters 207 & 208 have been modified and are attached as Attachment A & B for consideration.

In addition to the two new commission chapters, the Council requested the existing advisory commission chapters be modified for consistency and brought back for adoption. Attached, as Attachment C, is a draft ordinance modifying existing advisory commission chapters. Staff identified four sections to function as pillars for each commission chapter, and they are:

- 1) Establishment and Membership
- 2) Organization
- 3) Meetings and Reports
- 4) Duties and Functions

Attachment D allows you to see commission chapters 201 through 206 after modifications have been accepted.

**BUDGET IMPLICATIONS**

It is expected that existing employees will staff the new commissions, so there will not be any additional personnel costs. There will be costs, however, for preparation of materials and minute taking which have not been budgeted. Staff would recommend that funds be taken from City reserves for these purposes. Staff estimates that these costs will most likely be under \$5,000

**STAFF RECOMMENDATION**

Staff recommends adoption of three ordinances including the establishment of Chapter 207: Finance Commission, Chapter 208: Community Engagement Commission, and the amendment of Title 2 of City Code providing consistent language throughout all advisory commission chapters.

32 **REQUESTED COUNCIL ACTION**  
33 Motion to adopt ordinances outlined in Attachments A through C establishing: a Chapter 207:  
34 Finance Commission, Chapter 208: Community Engagement Commission, and amending Title  
35 2: Commissions  
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Prepared by: Kari Collins, Assistant to the City Manager/City Clerk  
Attachments: A: Draft Ordinance of Chapter 207: Finance Commission  
B: Draft Ordinance of Chapter 208: Community Engagement Commission  
C: Draft Ordinance of Title 2: Commissions  
D: Advisory Commission Chapters 201 – 206 with revisions accepted