



City of Huntington Beach

Board, Commission, & Committee (BCC) Reconfiguration - *Approval and Adoption of Resolutions and Ordinances*

*City Council Meeting
November 16, 2021*

Background

- A part of the 2021 Strategic Planning and Policy Priority document, staff was directed to work with City Council to develop recommended updates.
- An Ad-hoc Committee of 3 City Council Members was formed on March 15, 2021
 - Committee met six times on April 27, May 24, June 8, July 29, August 10, and September 27, 2021 and developed ten recommendations.
- On October 19, the City Council approved ten recommendations to reform, consolidate and/or dissolve a select number of BCCs.
- Per the Council's direction, Staff prepared the appropriate Resolution(s) and Ordinances necessary to implement adjustments for your approval.
- The HBMC 2.100 Operating Policies for Boards and Commissions also requires adjustment to make rules consistent and enforceable across all BCCs.



Recommended Actions

- 1. Approve the official dissolution of the Strategic Planning Ad-hoc Committee and BCC Review Ad-hoc Committee**
- 2. Approve the consolidation of the Economic Development Committee and Downtown Economic Development Committee**
 - A standing Council Committee, comprised of the Mayor, Mayor Pro Tem, and Immediate Past Mayor
 - The EDC will meet every other month and as needed
- 3. Approve the conversion of Smart Cities Ad-hoc Committee into a standing Smart Cities & Technology Committee**
 - Structure: a standing, three-Council member Committee, appointed by the City Council
 - Goal: to provide strategic policy direction towards the City's Smart Cities roadmap / broadband master plan efforts as well as other innovative technology initiatives.



Recommended Actions

4. Adopt Resolution No. 2021-65, “A Resolution of the City Council of the City of Huntington Beach repealing Resolution No. 2000-78 to formally dissolve the Children’s Needs Task Force;”

- Their purpose of addressing the needs of the children in the community can be served by school districts, community-based organizations, and through on-going programs performed by City staff, the Library, the Youth Board, and quarterly School District / City Committee meetings
- Current members will retire effectively at the time of its dissolution

5. Adopt Resolution No. 2021-66, “A Resolution of the City Council of the City of Huntington Beach amending and reconstituting the Human Relations Task Force to the Huntington Beach Human Relations Committee (HBHRC);”

- Approve its updated bylaws voted by the HRTF on August 10, 2021 including a new Vision Statement and revised Mission Statement, along with minor administrative changes.
- Adopt the updated Declaration of Policy About Human Dignity; per Mayor Carr and Councilmember Moser’s direction, HRTF reviewed and made recommended changes on the Declaration document.



Recommended Actions

6. Adopt Ordinance No. 4242, “An Ordinance of the City Council of the City of Huntington Beach amending the Huntington Beach Municipal Code by repealing Chapter 2.103 and 2.111 and creating a new chapter 2.111 titled “Citizen Infrastructure Advisory Board/Public Works Commission;” and approve the official dissolution of the Beautification, Landscape, and Tree (BLT) Committee.

- All current members of both bodies who remain in good standing will continue to serve in the new Commission until their terms sunsets.
- The Commission will thereafter be comprised of seven members serving the term that coincides with his / her Council appointer’s term.
- Incorporate the BLT’s scope of work (excluding the administrative functions) into the duties of the CIAB/PW Commission. Current BLT Committee members will be released from membership.
- Require future new members of the CIAB/PW Commission to be residents with special interest, training, and/or experience in the field of Public Works.
- Remove the minimum project dollar threshold (\$50,000) to be consistent with the City’s policies related to CIP projects.



Recommended Actions

- 7. Adopt Ordinance No. 4241, “An Ordinance of the City Council of the City of Huntington Beach repealing the Huntington Beach Municipal Code Chapters 2.64 and 2.84 and adding a new chapter 2.64 titled Community Services Commission;”**
- 8. Adopt Ordinance No. 4243, An Ordinance of the City Council of the City of Huntington Beach repealing the Huntington Beach Municipal Code Chapter Chapters 2.86 and 2.30 and add a new chapter 2.30 titled Community and Library Services Department;”**

All existing members in good standing with the Library Board and Community Services Commission will continue to serve in their current terms until they sunset. The Commission will thereafter be comprised of seven members serving 4-year terms.

- Remove the six one-year term member positions from the Community Services Commission.
- Remove the Library Board of Trustee section on “Library Privileges Regulated” and incorporate such duties and authorities to the Community and Library Services Director, who is best equipped to oversee the library privileges and operations.



Recommended Actions

9. Adopt Ordinance No. 4240, “An Ordinance of the City Council of the City of Huntington Beach amending the Huntington Beach Municipal Code Chapter 2.102 entitled Environmental & Sustainability Board;”

To re-establish the Environmental Board as the Environment and Sustainability Board and refine its role to develop and monitor progress on the City’s comprehensive Sustainability Master Plan

- Membership: changed from 9 to 7 members including five (5) citizen members appointed by the City Council and two Council Liaison members who shall be Chair and Vice Chair, unless the Council Liaison delegates the positions to another Board member
- Limit board membership to two consecutive terms of 4 years, to be consistent with the “HBMC 2.100 – Operating Policies for Boards and Commissions”
- Meeting: meet every other month and as needed.



Recommended Actions

10. Adopt Ordinance No. 4239 “An Ordinance of the City Council of the City of Huntington Beach amending the Huntington Beach Municipal Code Chapter 2.109 entitled Finance Commission;”

- To modify the Finance Commission structure to better align with the Finance Department’s fiscal year milestones
- 7 individual Council appointees, but preferably with a professional finance or budgeting background
- Meeting: meet six times per year and as needed at the request of the City Council or by Finance Commission request with the approval of the City Council



Recommended Actions

11. Adopt Ordinance No. 4244 “An Ordinance of the City Council of the City of Huntington Beach amending the Huntington Beach Municipal Code Chapter 2.100 Operating Policies for Boards and Commissions”

To modernize and make rules consistent and enforceable across all BCCs. Key changes include:

- ***Removal of Members (NEW)***

“Members may be appointed and positions maintained by individual or majority of City Council”

- ***Attendance (REVISED)***

“Members with unexcused absences greater than one third of the scheduled meetings during a calendar year or miss more than two consecutive unexcused absences shall automatically vacate the office.”

- ***Records (NEW)***

“Records (e.g. meeting agendas, minutes, and staff reports) of the boards and commissions, and committees shall be retained per the City’s Records Retention Guideline.”

