



# City of Huntington Beach

**File #:** 23-163

**MEETING DATE:** 2/21/2023

## REQUEST FOR CITY COUNCIL ACTION

**SUBMITTED TO:** Honorable Mayor and City Council Members

**SUBMITTED BY:** Al Zelinka, City Manager

**VIA:** Travis K. Hopkins, Assistant City Manager

**PREPARED BY:** Grace Yoon-Taylor, Principal Administrative Analyst

**Subject:**

**Approve the Introduction of Ordinance Nos. 4278, 4279, and 4281 Amending Chapters 2.111, 2.64 and 2.100 of the Huntington Beach Municipal Code Regarding the Citizen Infrastructure Advisory Board/Public Works Commission, the Community and Library Services Commission, and Operating Policy for Boards and Commissions respectively**

**Statement of Issue:**

At the January 17, 2023 Council meeting, City Council directed staff to return with necessary measures to ensure that all individually appointed Boards, Commissions, and Committees (BCCs) have up to 7 members, with no more than one appointee per Councilmember. This action would apply to the Community and Library Services Commission (which has a total of 9 members), and the Citizen Infrastructure Advisory Board/Public Works Commission (which had a total of 8 members but is currently at 7 following a recent resignation).

Each of these Commissions was a consolidation of multiple BCCs, which took place during a major BCC restructuring effort in 2021. As such, it led to a temporary increase in membership; those identified, additional members would exit the Commission following the end of their terms, at which point the roster for each Commission would return to 7 members.

Tonight's recommended action would hasten that process and formalize it in the Municipal Code.

**Financial Impact:**

There is no direct fiscal impact.

**Recommended Action:**

A) Approve for Introduction Ordinance No. 4278, "An Ordinance of the City of Huntington Beach Amending Chapter 2.111 to the Huntington Beach Municipal Code Regarding Citizen Infrastructure Advisory Board/Public Works Commission"; and/or,

B) Approve for Introduction Ordinance No. 4279, “An Ordinance of the City of Huntington Beach Amending Chapter 2.64.040 to the Huntington Beach Municipal Code Regarding Community and Library Services Commission”; and/or,

C) Approve for Introduction Ordinance No. 4281, “An Ordinance of the City of Huntington Beach Amending Chapter 2.100 to the Huntington Beach Municipal Code Regarding Operating Policy for Boards and Commissions.”

**Alternative Action(s):**

Do not approve for Introduction Ordinance Nos. 4278, 4279, and 4281 amending Chapters 2.111, 2.64, and 2.100 of the Huntington Beach Municipal Code (HBMC). The Community and Library Services Commission will function as what current HBMC states and continue having 9 members until the terms of two former Library Board members permanently expire.

**Analysis:**

As part of the 2021 City Council Strategic Plan, the entire system of the City’s Boards, Commissions, and Committees (BCCs) was reviewed and streamlined by reformatting, consolidating and/or dissolving a select number of BCCs.

In the BCC re-organization process, the City’s Community Services Commission and the Library Board of Trustees were consolidated into one - Community and Library Services Commission. This also reflected the reorganization of the Community and Library Services Department as one department. It allowed all existing members of the Library Board in good standing to continue to serve in their current terms until they sunset. This resulted in current membership of 9, instead of 7 direct appointees by individual City Council members.

The Citizen Infrastructure Advisory Board (CIAB), Public Works Commission, and the Beautification, Landscape, and Trees (BLT) Committee were consolidated into one citizen-led body, CIAB/Public Works Commission, to incorporate the scope of work for all three bodies and streamline any duplicating efforts. With recent resignation of the former CIAB member, the CIAB/Public Works Commission has now 7 members, appointed by each Councilmember. However, this ordinance allows us to clean up and simplify the Municipal Code accordingly.

Per the City Council’s direction at the January 17, 2023 Council meeting, City staff worked with City Attorney’s Office and prepared the Ordinance No. 4278 (Attachment 1), the Ordinance No. 4279 (Attachment 2), and the Ordinance No. 4281 (Attachment 3) to amend the HBMC Chapter 2.111, Chapter 2.64, and Chapter 2.100.

The HBMC Chapter 2.100 establishes general operating policies for Boards and Commissions including membership and service limitations. The Ordinance No. 4281 also codifies the City Council’s direction to limit any board or commission with direct Council appointments to seven members in the future.

With this amendment, the Community and Library Services Commission will solely consist of seven members individually appointed by City Council, whose term coincides with the term of the Councilmember making the appointment.

**Environmental Status:**

Pursuant to CEQA Guidelines Section 15378(b)(5), administrative activities of governments that will not result in direct or indirect physical changes in the environment do not constitute a project.

**Strategic Plan Goal:**

Non Applicable - Administrative Item

**Attachment(s):**

1. Ordinance No. 4278 and Legislative Draft
2. Ordinance No. 4279 and Legislative Draft
3. Ordinance No. 4281 and Legislative Draft