



City of Culver City

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Staff Report

File #: 21-79, **Version:** 1

Item #: A-2

Review of City Council Policy Pertaining to City Commissions, Boards, and Committees

Meeting Date: July 28, 2020

Contact Person/Dept: Mily Huntley/Administrative Services Department

Phone Number: 310-253-5648

Fiscal Impact: Yes ☐ No ☒

General Fund: Yes ☐ No ☐

Public Hearing: ☐ **Action Item:** ☒ **Attachments:** ☒

Public Notification: (Email) Meeting and Agendas - Equity and Human Relations Advisory Committee (7/24/20); (Email) All City Staff (7/24/20); (Email) Meetings and Agendas - City Council (7/24/20)

Department Approval: Serena Wright-Black, Assistant City Manager (07/22/20)

RECOMMENDATION

Staff recommends that the Equity and Human Relations Advisory Committee (EHRAC) review City Council policy pertaining to City Commissions, Boards, and Committees.

BACKGROUND/DISCUSSION

In 2017, City Council adopted a comprehensive policy to provide general guidelines to its Commissions, Boards and Committees. The policy provides clarity to advisory bodies on their role and covers other areas such as code of conduct, staff support and expectations surrounding city meetings.

Staff will review the policy with the EHRAC to ensure an understanding of standard practices, procedures and protocols for City Commissions, Boards, and Committees and Staff. These policies are updated from time to time to ensure that they are legally compliant and reflect current City practices. As policies are revised, staff will provide EHRAC with amendments.

FISCAL ANALYSIS

There is no fiscal impact

ATTACHMENTS

1. 2020-07-28- ATT 1 - City Commissions, Boards, and Committees Policy

MOTION

That the Equity and Human Relations Advisory Committee:

1. Review the City Council Policy Pertaining to Commissions, Boards, and Committees.