



**CITY OF BOULDER
CITY COUNCIL AGENDA ITEM**

MEETING DATE: November 30, 2021

AGENDA TITLE

Council discussion on board and committee assignments

PRESENTER(S)

Nuria Rivera-Vandermyde, City Manager

EXECUTIVE SUMMARY

The purpose of this discussion is for council to discuss their current participation on intergovernmental and inter-organization committees and boards, determine which require a council member representative and which can have staff appointments, and agree upon board and committee assignments.

NEXT STEPS

Final committee assignments are anticipated to be ratified at the December, 14, 2021 meeting.

ATTACHMENT

- A – 2021 Council Committee Assignments
- B – Authority to Appoint Council Members

INTERGOVERNMENTAL ORGANIZATIONS	
[Rocky Mountain] Greenway Steering Committee	Nagle, Castillo (staff alt)
Boulder County Consortium of Cities	Swetlik, Wallach (alt)
Colorado Municipal League (CML) – Policy Committee	Weaver, Joseph, Castillo (staff alt)
Denver Regional Council of Governments (DRCOG)	Brockett, Joseph (alt)
Metro Mayors Caucus	Weaver
National League of Cities (NLC)	Friend, Joseph, Wallach, Weaver, Yates
Resource Conservation Advisory Board (RCAB)	Swetlik
Rocky Flats Stewardship Council	Weaver, Nagle (alt), Castillo (staff 2 nd alt)
North/Northwest Mayors/Commissioners Coalition (MCC)	Weaver
Commuting Solutions	Nagle, Friend (alt)
Mile High Flood District (Gubernatorial appointment)	Joseph
State Highway 119 Coalition	Brockett, Swetlik (alt)
State Highway 7 Coalition	Brockett, Swetlik (alt)
INTERNAL CITY COMMITTEES	
Audit Committee	Swetlik, Wallach, Yates
Boards and Commissions Committee	Brockett, Nagle
Charter and Elections Committee	Friend, Nagle, Young
Council Retreat Committee	Yates, Swetlik (Friend to shadow)
Council Employee Evaluation Committee	Weaver, Young, Yates
Intergovernmental Affairs Committee	Brockett, Joseph, Wallach, Weaver
Financial Strategy Committee (est. 5/2020, ongoing)	Joseph: 2-year term to 12/22 Wallach: 2-year term to 12/22 Young: 1-year term to 12/21
Hill Revitalization Neighborhood Committee (ongoing)	Friend
CU South Process Sub-Committee (ongoing)	Friend, Weaver
Guiding Coalition for Racial Equity (ongoing)	Brockett, Friend, Joseph, Swetlik, Young
Police Master Plan Process Sub-Committee	Joseph, Yates
Community Engagement Committee	Friend, Yates
LOCAL BOARD MEMBER APPOINTMENTS	
Boulder Museum of Contemporary Art (BMoCA) Board	Brockett
Boulder Convention and Visitors Bureau Board	Yates, Swetlik (alt)
Dairy Arts Center Board	Wallach
Downtown Business Improvement District Board	Wallach, Yates
LOCAL TERM BOARD MEMBER APPOINTMENTS (to be appointed during annual March recruitment)	
Boulder Housing Partners (Mayoral appointment)	Joseph
Colorado Chautauqua Association	Young (Friend to shadow for transition)
SISTER CITY LIAISONS	
Dushanbe, Tajikistan	Yates
Jalapa, Nicaragua	Brockett
Kathmandu, Nepal	Wallach
Kisumu, Kenya	Nagle
Llasa, Tibet	Friend
Mante, Mexico	Young
Nablus, Palestine	Yates
Ramat HaNegev, Israel	Nagle
Yamagata, Japan	Swetlik
Yateras, Cuba	Joseph
Sister City Sub-Committee	Friend, Swetlik

2021 City Council Committee and Board Assignments

INTERGOVERNMENTAL ORGANIZATIONS	APPOINTMENTS	COB's Controlling Procedure (BRC)	External Governing Information
[Rocky Mountain] Greenway Steering Committee – Inactive per Carl Castillo 11.5.21	Nagle, Castillo (staff alt) ¹	May appoint council members – Council Procedure XIII	No controlling document(s) found; city is a partner organization with its own appointed representative(s)
Boulder County Consortium of Cities	Swetlik, Wallach (alt)	May appoint council members – Council Procedure XIII	Handbook - official representative must be an elected member of the governing board and one alternate which <i>may</i> be a staff member
Colorado Municipal League (CML) – Policy Committee	Weaver, Joseph, Castillo (staff alt)	May appoint council members – Council Procedure XIII	Bylaws - the Executive Board shall from time to time receive and act upon recommendations from a policy committee, whose membership may include one representative of each participating member, except that members with population over 100,000 may appoint a second member, together with such other members as may be designated by the Executive Board
Denver Regional Council of Governments (DRCOG)	Brockett, Joseph (alt)	May appoint council members – Council Procedure XIII	Articles of Association 2021 - the mayor or one member of the governing body, and a similarly elected alternate and shall serve until replaced
Metro Mayors Caucus	Weaver Mayor only	Mayor will serve – Council Procedure XIII	Only mayors may be members (Mayors from 41 municipalities in the Denver metropolitan area comprise the Caucus)
National League of Cities (NLC)	Friend, Joseph, Wallach, Weaver, Yates,	May appoint council members – Council Procedure XIII	A municipality must be a current member of its State League to be a member of NLC – council are members

¹ The authority for staff appointment to this committee is unknown.

			(not part of the board); no limit as to participation found
Resource Conservation Advisory Board (RCAB)	Swetlik	Yes, one member – Council Procedure XIII	Bylaws - membership of this Board shall be limited to 21 members and shall be as representative as possible of the county as a whole. Particular consideration shall be given to geographic representation. The cities and towns within the county (Boulder, Erie, Jamestown, Lafayette, Longmont, Louisville, Lyons, Nederland, Superior, and Ward), and Boulder County will each appoint one representative
Rocky Flats Stewardship Council	Weaver, Nagle (alt), Castillo (staff 2 nd alt)	Yes, one member – Council Procedure XIII	IGA - one director who shall be an elected official and up to two alternate directors who may be an elected official or staff employed by government
North/Northwest Mayors and Commissioners Coalition (MCC)	Weaver Mayor only	Mayor will serve – Council Procedure XIII	Only mayors or commissioners of participating cities and counties may be representative of said city/county
Commuting Solutions (36)	Nagle, Friend (alt)	Yes, one member – Council Procedure XIII	Bylaws - city is a member, no requirement for city official to participate, no rules re limit of participants unless it is for board of directors service (per executive director)
Mile High Flood District (Gubernatorial appointment)	Joseph Mayor or Mayor pro tem only	Yes, one member – Council Procedure XIII	STATUTORY Governed by a board of directors (consisting of 20 locally elected officials such as mayors, county commissioners, city

			council members, and two registered professional engineers); one appointment allowed, that being the mayor or mayor pro tem only, see §§ 32-11-203, 204 (5.5) C.R.S. ((5.5) The mayor or the mayor pro tem of any city located within the district and having a population in excess of one hundred thousand, as determined by the latest Denver regional council of governments' estimate, shall be ex officio a director.)
State Highway 119 Coalition	Brockett, Swetlik (alt)	May appoint council members – Council Procedure XIII	No controlling info found. Comprised of representatives from local jurisdictions/agencies and the representatives to the Coalition are selected by the jurisdiction or agency; representatives are preferred to be elected officials (Jean Sanson); no limit noted
State Highway 7 Coalition	Brockett, Swetlik (alt)	May appoint council members – Council Procedure XIII	Statement of Purpose - Coalition is comprised of representatives from local jurisdictions/agencies and the representatives to the Coalition are selected by the jurisdiction or agency; representatives are preferred to be elected officials (Jean Sanson); no limit noted
INTERNAL CITY COMMITTEES	APPOINTMENTS	COB's Procedure	COB's Controlling Appointment Information
Audit Committee	Swetlik, Wallach, Yates	Two council members; no known limit; open to the public	If ballot measure passes Sec. 9 will control number of appointed council members to any internal city committee
Boards and Commissions Committee	Brockett, Nagle	Two council members and at	If ballot measure passes Sec. 9 will control

		least one staff member – Agenda Memos 2015 when committee was created; no known limit; open to the public	number of appointed council members to any internal city committee
Charter and Elections Committee	Friend, Nagle, Young	Three council members (Formerly Charter Committee); no known limit; open to the public	If ballot measure passes Sec. 9 will control number of appointed council members to any internal city committee
Council Retreat Committee	Yates, Swetlik (Friend to shadow)	Two council members; no known limit; open to the public	If ballot measure passes Sec. 9 will control number of appointed council members to any internal city committee
Council Employee Evaluation Committee	Weaver, Young, Yates	May appoint not more than two council members and any number of non-council members – Charter Sec. 9 – also in council handbook; not open to the public	If ballot measure passes Sec. 9 will control number of appointed council members to any internal city committee
Intergovernmental Affairs Committee	Brockett, Joseph, Wallach, Weaver (Friend and Yates stepped down recently)	Three council members (Formerly Legislative Committee) Carl Castillo stated there is no known limit 10.5.2021; open to the public	If ballot measure passes Sec. 9 will control number of appointed council members to any internal city committee
Financial Strategy Committee (est. 5/2020, ongoing)	Joseph: 2-year term to 12/22 Wallach: 2-year term to 12/22 Young: 1-year term to 12/21	Appointed by acclamation at 5.5.2020 cc mtg; no known limit; open to the public	If ballot measure passes Sec. 9 will control number of appointed council members to any internal city committee
Hill Revitalization Neighborhood Committee (ongoing)	Friend	Two council members; Hill Reinvestment Working Group 9.15.15 Agenda Memo; open to the public	If ballot measure passes Sec. 9 will control number of appointed council members to any internal city committee
Guiding Coalition for Racial Equity (ongoing)	Brockett, Joseph, Swetlik, Young	Comprised of city directors and two council members – appointment designation was	If ballot measure passes Sec. 9 will control number of appointed council members to any internal city committee

		suggested in Agenda Memo dated 9.4.18. (Formerly Racial Equity Subcommittee); open to the public	
Police Master Plan Process Sub-Committee	Joseph, Yates	Two council members – staff recommendation in 8.25.2020 study session memo; open to the public	If ballot measure passes Sec. 9 will control number of appointed council members to any internal city committee
Community Engagement Committee	Friend, Yates	Two council members; no known limit; open to the public	If ballot measure passes Sec. 9 will control number of appointed council members to any internal city committee
LOCAL BOARDS	APPOINTMENTS	COB's Controlling Procedure (BRC)	External Governing Information
Boulder Museum of Contemporary Art (BMoCA) Board	Brockett	Yes, one member – Council Procedure XIII	1996 Lease Agreement controls city involvement – two representatives of the city shall serve as voting members of the Board of Directors of the BMoCA. One representative shall be a member of the city council appointed by the city council and one shall be a member of the Boulder Arts Commission appointed by the Boulder Arts Commission
Boulder Convention and Visitors Bureau Board	Yates, Swetlik (alt)	Yes, one member – Council Procedure XIII	Bylaws and 2021 Professional Service Agreement (done yearly) - Bureau Board of Directors shall include one member of the Boulder City Council (as appointed by the mayor to serve a one-year term), one member of the City Arts Commission, at least one additional representative of the arts/cultural community, at least one

			member of the environmental community and at least one Boulder resident as voting members
Dairy Arts Center Board	Wallach	Yes, one member – Council Procedure XIII	Lease Agreement – two representatives of the city shall serve as voting members of the Board of Directors. One representative shall be a member of the city council appointed by the city council and one shall be a member of the Boulder Arts Commission appointed by the Boulder Arts Commission
Downtown Business Improvement District Board	Wallach, Yates	Yes, one member – Council Procedure XIII – considered ex officio	Operating Plan attached to 2021 Agreement - four representatives from COB serve as ex officio members and liaisons to the board including city manager, two City Council members and the Executive Director of Community Vitality Department
LOCAL TERM BOARDS	APPOINTMENTS (to be appointed during annual March recruitments)	COB's Controlling Procedure (BRC)	External Governing Information
Boulder Housing Partners (Mayoral appointment)	Joseph	Yes, one member – Council Procedure XIII; conform with state law	Bylaws call for one official of the city; any Board vacancy shall be filled by the mayor with confirmation of the City Council as provided by statute
Colorado Chautauqua Association	Young (Friend to shadow for transition)	Yes, one member – Council Procedure XIII	Bylaws allow for the right of the City Council to appoint two directors

SISTER CITY LIAISONS	APPOINTMENTS	Council will appoint a council liaison to each sister city organization per Resolution 631	CC & CM Discretion – Policy Resolution 631 – Must have CC approval to obligate the expenditure of city funds
Dushanbe, Tajikistan	Yates	↓	↓
Jalapa, Nicaragua	Brockett		
Kathmandu, Nepal	Wallach		
Kisumu, Kenya	Nagle		
Llase, Tibet	Friend		
Mante, Mexico	Young		
Nablus, Palestine	Yates		
Ramat HaNegev, Israel	Nagle		
Yamagata, Japan	Swetlik		
Yateras, Cuba	Joseph		
SISTER CITY COMMITTEE	APPOINTMENTS	COB's Controlling Procedure (BRC)	COB's Controlling Appointment Information
Sister City Sub-Committee	Friend, Swetlik	No known limit; open to the public	If ballot measure passes Sec. 9 will control number of appointed council members to any internal city committee

Council's authority to create committees at all is implicit. There is no explicit authority in the charter at this time. Thus, although the charter says that committee meetings must be public, it does not provide any context or limits.

Sec. 9. – Meetings of Council.

There is a charter amendment on the ballot in 2021 to change this section to read:

Sec. 9. – Meetings of Council.

At 10:00 a.m. on the third Tuesday in November following each general municipal election, the council shall meet at the usual place of holding meetings, at which time the newly elected council members shall take office. Thereafter the council shall meet at such times as may be prescribed by ordinance or resolution and shall meet in regular session at least once in each calendar month. The mayor, acting mayor, or any five council members may call special meetings upon at least twelve hours' written notice to each council member, served personally on each, or left at each member's place of residence.

All meetings of the council or committees thereof shall be public.

The council shall have the authority to appoint council committees. Such committees shall generally consist of no more than two council members and in no event shall be equal or greater than a quorum of

council. Other council members may attend any council committee meeting to observe but shall not participate.²

The council shall ~~may~~ appoint a committee of not more than two council members and any number of non-council members to screen applications for city manager, city attorney, and municipal court judge, to evaluate the performance of the persons occupying such positions, and to consider recommending disciplinary actions relating to such persons. Such committee may conduct its business in private, provided that the council as a whole takes action to determine finalists at a public meeting, to determine compensation at a public meeting, and to take disciplinary action at a public meeting.

Sec. 10. - Rules-quorum.

The council may determine its own rules of procedure, may compel attendance of members, and may punish members for misconduct.

Five council members shall constitute a quorum, but a smaller number may adjourn from time to time.*³

² This version of Charter Section 9 is the most current version of the section that was submitted to the voters during the November 2, 2021, election. The most significant change is highlighted in yellow and outlines a limit of council member appointment to council committees that we have never had before.

³ * Indicates those sections in which reference to gender were neutralized by Ord. No. 4602, November 3, 1981. Here - council members used to say councilmen.