



## Report to City Council

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**TO:** Mayor and City Council

**FROM:** Patty Rodriguez, Manager of the Office of Mayor and City Council/City Clerk

**AGENDA DATE:** October 1, 2024

**TITLE:** REVIEW OF PROCEDURES FOR BOARDS, COMMISSIONS AND COMMITTEES (REPORT OF: CITY CLERK)

**TITLE SUMMARY:** Board, Commissions and Committees Procedures and Status of Airport Commission

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### **Recommendation(s)**

That the City Council:

1. Provide direction to staff to bring back for City Council consideration any desired changes to the duties and procedures of all City Boards, Commissions, and Committees.
2. If desired, direct staff to bring back an item to the City Council to repeal Ordinance 27 (MVMC 2.20), which established the Airport Commission.

### **SUMMARY**

At the direction of the City Council, this item is to review procedures of the City Board, Commissions and Committees, including the frequency of their respective regular meeting dates.

In addition, the City Clerk's Office seeks the City Council's direction on the status of the Airport Commission.

## **DISCUSSION**

On September 17, 2024, the City Council on a motion by Councilmember Baca-Santa Cruz with the support of Mayor Pro Tem Barnard, authorized placing an item on a future agenda to discuss the scope of duties of the City Boards, Commissions and Committees and the frequency of their regular meetings to determine if any changes should be made by the City Council. It was noted that this would also be a good opportunity for all City Boards, Commissions and Committees, as well as the City Council, to review and have input on duties and procedures of these various legislative bodies and decide whether any changes are needed or desired.

There are two main resources for the Boards, Commissions, and Committees, as follows:

1. Municipal Code Section 2.06 Boards and Commissions – General Provisions (Attachment 1).
2. Legislative Policy #1.10 Operating Policy for Boards, Commissions and Committees (Attachment 2).

To the extent, that any changes are made to any of the above, staff will make any corresponding changes to any applicable bylaws.

Following are summaries of the City Boards, Commissions & Committees:

1. Accessibility Appeals Board, MVMC 2.29

The Accessibility Appeals Board conducts hearings on written appeals regarding State's Title 24 Accessibility Regulations, filed by any person aggrieved by enforcement action taken by the Building Division of the Community Development Department of the City of Moreno Valley. The Board renders decisions regarding accessibility "hardship" cases as prescribed by Title 24. **Hearings are held within 30 days of receipt of an appeal.**

2. Arts Commission, MVMC 2.26

The Arts Commission considers matters pertaining to the planning for the arts in the City; facilitating interaction among artists; promoting arts activities and education; recognizing achievement in arts; providing a mechanism for public participation in the arts; advising the City Council on the involvement of arts in economic development; supporting and assisting existing organizations involved in arts and/or culture in the City; reinforcing the City's identity and civic pride through arts and culture; recognizing the importance of arts to the City's quality of life; researching grants for arts and culture and making recommendations to the City Council; encouraging service organizations and/or other governmental agencies to propose, finance, and give public arts projects to the City; reviewing and considering proposed gifts as to their artistic quality, authenticity, appropriate site, and maintenance and installation costs; and researching and providing reports and recommendations of possible sources of funding, in addition to public

funds for potential City public art projects. **Meetings are scheduled on the fourth Wednesday of each month at 6:30 p.m.**

3. Environmental and Historical Preservation Board, MVMC 2.21

The Environmental and Historical Preservation Board considers matters pertaining to the preservation of the City's heritage and cultures, including the designation of landmarks and review of all restoration, rehabilitation, alteration and demolition projects in preservation areas; and matters of environmental concern, including matters pertaining to hazardous materials and waste within or affecting the City. **Meetings are scheduled on the second Monday of each odd-numbered month at 7 p.m.**

4. Library Commission, MVMC 2.28

The Library Commission considers matters pertaining to the administration, operation, development, improvement and maintenance of library services within the City of Moreno Valley. **Meetings are scheduled for the third Thursday of each month at 7:00 p.m.**

5. Parks, Community Services and Trails Commission, MVMC 2.19

The Parks, Community Services and Trails Commission considers matters pertaining to the administration, operation, development, improvement and maintenance of parks, recreation facilities, single- and multi-use trails, and parks and recreation programs within the City of Moreno Valley. **Meetings are scheduled on the first Thursday of the month at 5:30 p.m.**

6. Planning Commission, MVMC 2.18

The Planning Commission considers matters pertaining to development and zoning within the City and has decision-making authority pursuant to the Government Code of the State of California. **Regular Meetings are scheduled on the second and/or fourth Thursday of each month at 6:00 p.m.**

7. Senior Citizens Board, MVMC 2.22

The Senior Citizens' Board considers matters pertaining to senior citizens, senior citizens programs, including policies for the Moreno Valley Senior Community Center. **Meetings are scheduled on the third Monday of each month at 3 p.m.**

8. Traffic Safety Commission, MVMC 2.27

The Traffic Safety Commission considers matters pertaining to traffic safety within the City of Moreno Valley; evaluates proposals for traffic control devices; and evaluates the need for striping, signing or other measures not of a regulatory nature. The Commission educates the public on traffic issues and responds to

public concerns regarding traffic and pedestrian safety. **Meetings are scheduled on the first Wednesday of each month.**

9. Utilities Commission, MVMC 2.25

The Utilities Commission serves in an advisory capacity to the City Council and staff on all matters pertaining to Moreno Valley Utility, and other utility services such as water, sewer, gas, and investor-owned electric utilities serving parts of the City. The Commission also reviews and makes recommendations regarding the budget for the Moreno Valley Utility, all MVU capital improvements which require City Council approval, and rates for Moreno Valley Utility. In addition, the Commission responds to requests and concerns of the public relating to utility issues. **Regular Meetings are scheduled on the third Friday of each month at 6:00 p.m.**

10. Emerging Leaders Council (Established by Resolution.)

The Emerging Leaders Council's role is to advise the City Council on issues such as: increasing young adult involvement with the community; educating members and their peers on the responsibilities and importance of local government; creating opportunities for public discussion of issues of importance to the community's youth through meetings and workshops; and exploring and identifying issues and concerns of special importance to teens and young adults. The Emerging Leaders Council also makes recommendations to the City Council regarding youth-related programs, services and legislation intended to promote youth participation in community services programs and projects. **Regular Meetings are scheduled for the fourth Monday of each month at 6:00 p.m.**

11. Airport Commission, MVMC 2.20 (Ordinance 27), still in Municipal Code but not currently active.

## **ALTERNATIVES**

1. Make no changes to existing Boards, Commissions, and Committees procedures.

## **FISCAL IMPACT**

No fiscal impact.

## **NOTIFICATION**

Publication of the agenda.

## **PREPARATION OF STAFF REPORT**

Prepared By:

Name Patty Rodriguez

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and City Council / City Clerk

Department Head Approval:

Name Patty Rodriguez

Title Acting Manager of the Office of Mayor  
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## **CITY COUNCIL GOALS**

Advocacy: Develop cooperative intergovernmental relationships and be a forceful advocate of City policies, objectives, and goals to appropriate external governments, agencies and corporations.

Community Image, Neighborhood Pride and Cleanliness: Promote a sense of community pride and foster an excellent image about our City by developing and executing programs which will result in quality development, enhanced neighborhood preservation efforts, including home rehabilitation and neighborhood restoration.

## **CITY COUNCIL STRATEGIC PRIORITIES**

- 1. Public Safety**
- 2. Library**
- 3. Beautification, Community Engagement, and Quality of Life**
- 4. Youth Programs**

## Report Approval Details

Document Title:	STAFFREPORT_BOARDS_COMMISSIONSAND_COMMITTEES.docx
Attachments :	- Att 1. Municipal Code Section 2.06 Boards and Commissions - General Provisions.pdf - Att 2. 1.10 Operating Policy for Boards, Commissions and Committees.pdf
Final Approval Date:	Sep 23, 2024

This report and all of its attachments were approved and signed as outlined below:

Patty Rodriguez

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