



## Report to City Council

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**TO:** Mayor and City Council

**FROM:** Brian Mohan, City Manager  
Patty Rodriguez, Manager of the Office of Mayor and City Council/City Clerk  
Steve Quintanilla, City Attorney

**AGENDA DATE:** September 2, 2025

**TITLE:** ORDINANCE AMENDING CHAPTER 2.20 – CITY COUNCIL ADVISORY BOARDS AND COMMISSIONS REGARDING ANNUAL REPORTS (REPORT OF: CITY MANAGER) (DISTRICT: ALL DISTRICTS)

**TITLE SUMMARY:** Ordinance Amending Chapter 2.20 – City Council Advisory Boards and Commissions Regarding Annual Reports

**DISTRICT:** All Districts

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### Recommendation(s)

That the City Council:

1.Introduce (First Reading) and subsequently adopt (Second Reading) Ordinance No. [next in order] revising Chapter 2.20 City Council Advisory Boards and Commissions regarding Annual Reports.

### **SUMMARY**

Ordinance 1022 was adopted on April 1, 2025, which amended Chapter 2.20 City Council Advisory Boards and Commissions of Title 2 Administration and Personnel of the Moreno Valley Municipal Code. Chapter 2.20 includes provisions that require each Advisory Board and Commission to provide an Annual Report to the City Council regarding the Board or Commission's activities for the previous 12 months.

In accordance with Chapter 2.20, the Staff Liaisons for each Board and Commission prepared the requisite Annual Reports, which were submitted to the City Council as a combined Consent Calendar item at the regular meeting on August 19, 2025. During the meeting, Staff was advised by the City Council that they preferred that the Annual Reports instead be presented as a General Business item, and that each Chair of the respective Board or Commission, or designee, be allotted at least 5 minutes to present each Annual Report.

## **DISCUSSION**

In light of the foregoing, the following amendments to Chapter 2.20 are proposed for each Board and Commission with the only difference being when the Annual Reports are due. The City Manager recommends staggering the presentation of each Annual Report to allow the City Council sufficient time to focus on each Board and Commission's activities separately. The Annual Reports provision for each Board and Commission will be amended to include the following:

- a. After the annual report is approved by the commission, the staff liaison shall submit it to the city clerk in a timely manner, which shall be presented to the city council as a general business item on a designated city council agenda.***
- b. The chair or designee shall be allotted at least five (5) minutes to present the annual report at the designated city council meeting.***

The Annual Reports are proposed to be staggered as follows:

- January - Public Arts Commission
- February - Environmental and Historical Preservation Commission
- March – Library Commission
- April – Parks, Community Services and Trails Commission
- May – Senior Citizens Commission
- June – Traffic Safety Commission
- September – Utilities Commission

## **ALTERNATIVES**

1. Approve the recommended amendments regarding Annual Reports. [*Staff recommend this alternative.*]
2. Do not approve the recommended amendments regarding Annual Reports [*Staff does not recommend this alternative.*]

## **FISCAL IMPACT**

There is no fiscal impact associated with these proposed amendments.

## **NOTIFICATION**

Publication of the Agenda.

## **PREPARATION OF STAFF REPORT**

Prepared By:  
Patty Rodriguez, CMC  
Manager of the Office of Mayor and City Council/City Clerk

Department Head Approval:  
Patty Rodriguez, CMC  
Manager of the Office of Mayor and City  
Council/City Clerk

Concurred By:  
Brian Mohan, City Manager  
Steven B. Quintanilla, City Attorney

## **CITY COUNCIL GOALS**

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.

Positive Environment: Create a positive environment for the development of Moreno Valley's future.

## **CITY COUNCIL STRATEGIC PRIORITIES**

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

## Report Approval Details

Document Title:	STAFFREPORT_CM_CITYCOUNCILADVISORYBOARDSANDCOMMISSIONS09.02.2025FINAL.docx
Attachments:	- AB 1 - ORDINANCE RE CITY COUNCIL ADVISORY BOARDS AND COMMISSIONS 09.02.2025FINALCHANGE.docx - AB 1 - ORDINANCE RE CITY COUNCIL ADVISORY BOARDS AND COMMISSIONS 09.02.2025FINALCLEAN.docx
Final Approval Date:	Aug 28, 2025

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

Patty Rodriguez

Natalia Lopez

Dena Heald

Launa Jimenez

Patty Rodriguez