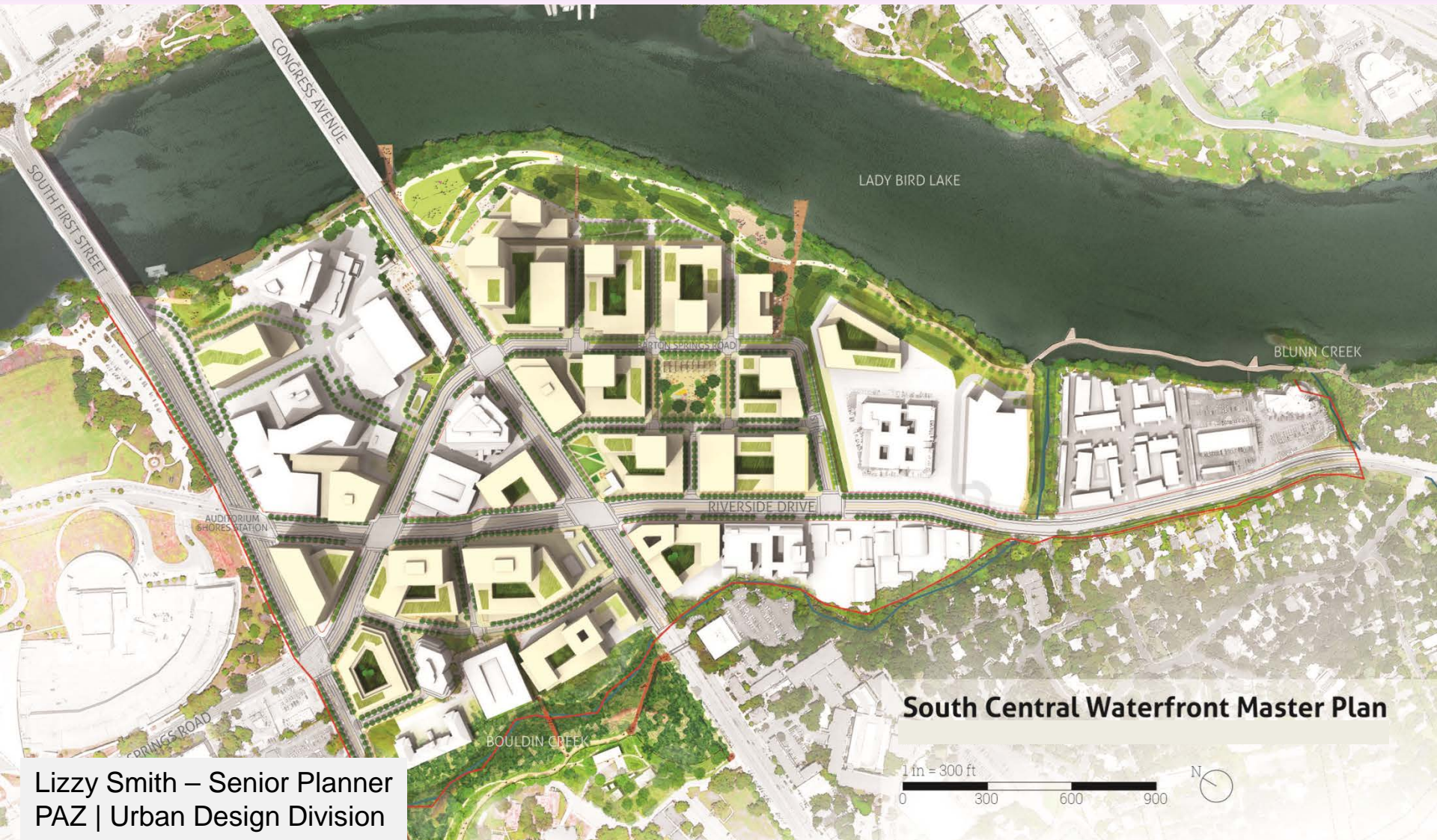


# South Central Waterfront Advisory Board

## Board Recommendation Process & Templates



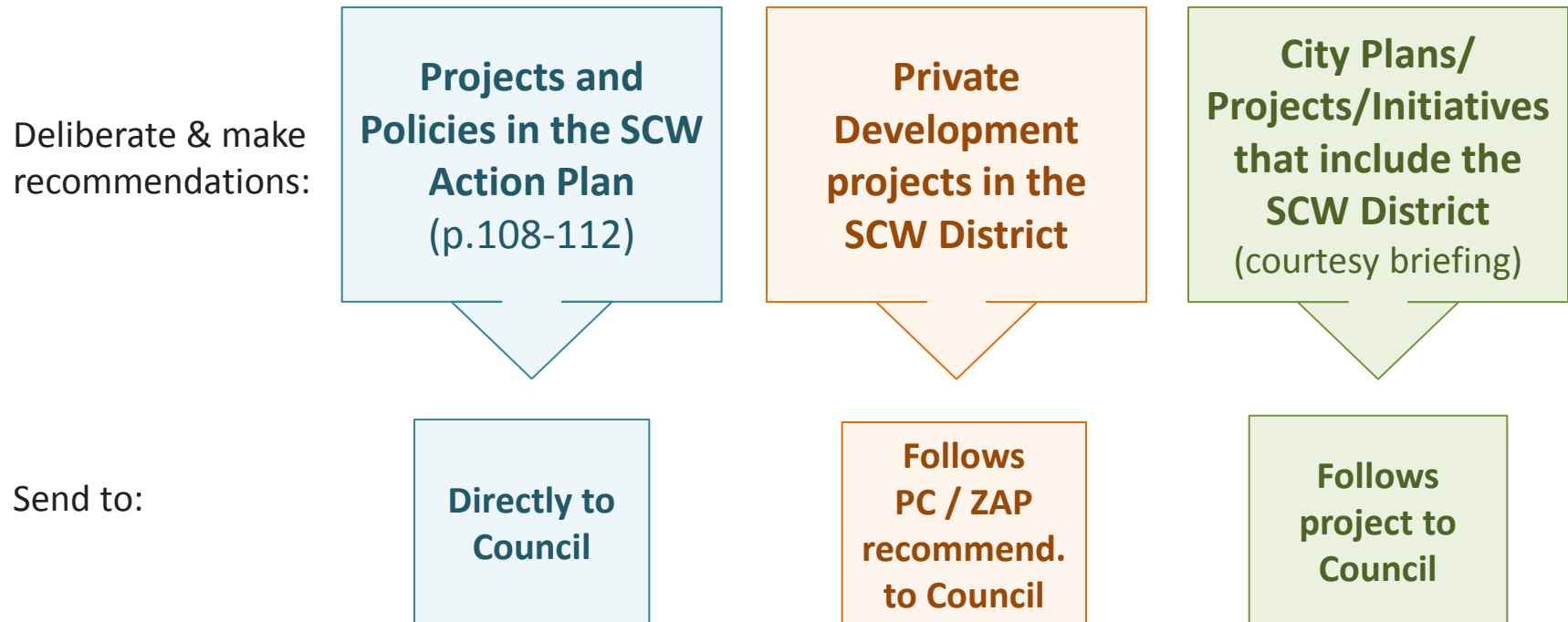
Lizzy Smith – Senior Planner  
PAZ | Urban Design Division

# Projects Reviewed by SCWAB

## § 2-1-172 - SOUTH CENTRAL WATERFRONT ADVISORY BOARD.

(F) The board shall:

- (1) serve as an advisory body to the city council and city manager regarding policies and projects in the South Central Waterfront district;
- (2) serve as stewards for the South Central Waterfront Vision Framework Plan;
- (3) maintain liaison relationships with city staff and other boards and commissions; and
- (4) perform additional functions as required by the city council.



# SCWAB Recommendations

- For items or topics currently on a Council or Committee agenda
- Communicate with Council the details, explanations, and rationale for a decision
- Must be approved at a SCWAB as an item on the agenda before moving to Council
- Once approved and sent, automatically generates an email to the Mayor and Council



[BOARD/COMMISSION NAME] RECOMMENDATION YYYYMMDD-XXX  
*[XXX is the agenda item number]*

Date:

Subject:

Motioned By:

Seconded By:

**Recommendation**

*[Brief description of the Board's recommendation]*

**Description of Recommendation to Council**

*[Formatted as bullet points or paragraphs]*

**Rationale:**

*[Any additional descriptive information that the Board would like to communicate to the Council]*

**Vote**

For:

Against:

Abstain:

Absent:

Attest: *[Staff or board member can sign]*

# SCWAB Request for Council Committee Agenda

- Board may directly request to have item or topic placed on future **Council Committee, Council Work Session, or regular Council Meeting** agenda
- Once approved and sent, automatically generates an email to the Mayor and Council
- Mayor has 5 days to review and refer to the appropriate Council Committee(s)

Board and Commission Council Committee Agenda Item Request
Name of Board or Commission:
Request Number:
Description of Item:
Board or Commission Vote to refer item to Council:
Date of Approval of Request:
Attachments: <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please list the attachments:
Attest:
MAYOR'S OFFICE USE ONLY
Council Committee Assigned: <input type="checkbox"/> Audit and Finance Committee <input type="checkbox"/> Austin Energy Utility Oversight Committee <input type="checkbox"/> Mobility Committee <input type="checkbox"/> Health and Human Services Committee <input type="checkbox"/> Housing and Planning Committee
Recommend a Fiscal Analysis be completed?
Recommend a Legal Analysis be completed?
Notes:
Mayor Signature & Date: