

BOARDS AND COMMISSIONS

ROLES & RESPONSIBILITIES

Joint Sustainability Committee

November 2019

What are Boards & Commissions?

- A board or commission is a group of people appointed to help the Council make sound decisions and shape or influence policy.
- There are two kinds of Boards:
 - Advisory Boards
 - Sovereign Boards

Advisory Boards

- Make recommendations to Council.
- Tasked with taking on issues and concerns of citizens, understanding and exploring possible options & providing feedback and recommendations to Council.
- Make Council Committee Agenda Requests to Council.

Advisory Boards

African American Resource Advisory Commission	Early Childhood Council
Airport Advisory Commission	Economic Prosperity Commission
Animal Advisory Commission	Electric Utility Commission
Arts Commission	Environmental Commission
Asian American Quality of Life Advisory Commission	Ethics Review Commission
Austin Travis County Food Policy Board	Hispanic/Latino Quality of Life Resource Advisory Commission
Bond Oversight Commission	Impact Fee Advisory Committee
Codes & Ordinances Joint Committee	Joint Cultural Committee
Commission for Women	Joint Inclusion Committee
Commission on Immigrant Affairs	Joint Sustainability Committee
Commission on Seniors	Library Commission
Commission on Veterans Affairs	Mayor's Committee for People with Disabilities
Community Development Commission	MBE/WBE and Small Business Enterprise Procurement Program Advisory Committee
Community Technology and Telecommunications Commission	Mexican American Cultural Center Advisory Board
Community Technology & Telecommunications Commission	Music Commission
Community Technology & Telecommunications	Parks and Recreation Board
Comprehensive Plan Joint Committee	Public Safety Commission
Construction Advisory Committee	Resource Management Commission
Design Commission	Robert Mueller Municipal Airport Plan Implementation Advisory Commission
Downtown Austin Community Court Advisory Committee	Small Area Planning Joint Committee
Downtown Austin Community Court Advisory Committee	Water and Wastewater Commission
Downtown Commission	Zero Waste Advisory Commission

Sovereign Boards

- Exercise independent authority and make decisions.
- Established by federal law, state law or City Charter.

Board of Adjustment	Building & Fire Code Board of Appeals
Building and Standards Commission	Electric Board
Ethics Review Commission	Historic Landmark Commission
Human Rights Commission	Mechanical Plumbing and Solar Board
Municipal Civil Service Commission	Urban Transportation Commission
Planning Commission	Zoning and Platting

Why have Boards & Commissions?

- Board activities help shape or influence policy in many ways.
- Offers citizens an opportunity to participate in the City's governmental affairs.
- Balances public interests in order to make informed recommendations to Council.
- They help Council get a more comprehensive understanding of what is at stake, and where the balance should be struck.

Board Recommendations

- Used to communicate with Council details, explanations and rationale for a decision on a significant issue
- Concerns an item or topic currently on a Council agenda or Council Committee agenda.
- Used to express a BC's support or lack of support for an item being discussed by Council.
- Must be approved at a BC Meeting as an item on the agenda.

Board Recommendations

- Use the standard template provided by the City Clerk's Office.
- Upload to the Board and Commission Information Center (BCIC) and can be found in Meeting Documents under the meeting in which it was approved.
- Processed twice a day (Monday - Friday) at 10am & 3pm
- Automatically generates an email to all of Mayor and Council.

Council Committee Agenda Request

- Used to communicate with Council details and a request to have an item or topic placed on a future Council Committee agenda for discussion.
- Used to submit a new item for Council discussion not currently included on a Council Committee agenda, Council Work Session agenda or a regular Council Meeting agenda.

Council Committee Agenda Request

- Must be approved at a BC Meeting as an item on the agenda.
- Use the standard form provided by City Clerk's Office.
- Uploaded to the BCIC and can be found in Meeting Documents under the meeting in which it was approved.
- Processed twice a day (Monday - Friday) at 10am & 3pm
- Automatically generates an email to Mayor & Council.
- Mayor will review and refer it to the appropriate Council Committee or Committees and notify the appropriate Council Chair(s).

Questions and Discussion