



# Boards and Commissions Review

**Audit and Finance Committee**

**February 19, 2025**

Genesis D. Gavino, City Manager's Office

Myrna Rios and Stephanie Hall, Office of City Clerk



# Resolution 20241212-133

## **Directs the City Manager and City Clerk to report to Audit & Finance Committee**

1. Notify and solicit feedback of all bodies listed in Appendix A
2. Develop a sunset review process of governance bodies that would allow regular and staggered consideration of each body's current scope and duties.
3. Draft Ordinance for single section of the City Code that clearly establishes the responsibilities of Council appointments to intergovernmental bodies.
4. Develop a single website that publicly archives recommendations to the Mayor and Council from boards and commissions, similar to the searchable database for memos to Mayor and Council.
5. Review translation services needs of governance bodies, including but not limited to the Commission on Immigrant Affairs, and to offer recommendations for supporting these services as a part of the Fiscal Year 2025-2026 Budget.

# Translation Services

Translation services are provided for appointed members and members of the public at all board and commission meetings upon request.

- Includes interpretations services for meetings as well as translation of documents as needed for members.
- Cost for interpretation services is approximately \$600 per meeting.



# Recommendation Archive

While board and commission recommendations are found in the public records search, a new page has been created offering more robust search features similar to the database for memos to Mayor and Council.

austintexas.gov Resident Business Government Departments

## Public Records Access - Boards and Commissions Recommendation Archive

City Council approved [Resolution No. 20241212-133](#) to publicly archive recommendations to the Mayor and Council from boards and commissions. This website provides a brief summary of each recommendation with a link to the full recommendation.

Arts Commission (Active) ▼

01/01/2020 TO 02/07/2025 Search


### Search Results

Show 25 entries budget

Board Commission Name	Meeting Date	Document	Size	Document Notes
Arts Commission	03/18/2024	<a href="#">View</a>	208 Kb	Recommendation 20240318-16: FY 24-25 Budget Recommendation .
Arts Commission	04/08/2023	<a href="#">View</a>	91 Kb	Recommendation 20230408-007: FY24 Budget.
Arts Commission	03/27/2022	<a href="#">View</a>	102 Kb	Recommendation 20220327-003a: FY 23 Budget Recommendation.
Arts Commission	08/16/2021	<a href="#">View</a>	413 Kb	20210816-5.b.i-ii : regarding FY 22 Budget Items relating to funding for the Arts and ARPA relief programs for the arts.

Showing 1 to 4 of 4 entries (filtered from 14 total entries) Previous 1 Next

Viewing the documents requires the [free Acrobat Reader](#)  
Note: Some documents may be very large and require several minutes to download.

Site Map Legal Notices Privacy Notice

# City Council Appointments to Intergovernmental Bodies

Add a section to code to establish the responsibility and process of council appointments made to intergovernmental bodies.

- The new code section will align with the process outlined in City Code § 2-5-102 - MEMBERSHIP OF COUNCIL COMMITTEES.





# Appendix A Recommendations – Inactive Bodies

The following to be dissolved due to inactivity:

- Project Connect: Central Corridor Advisory Group
- Austin Local Solar Advisory Committee
- Airport Boulevard Advisory Group
- Austin-Travis County EMS Advisory Board
- Lone Star Rail District
- Mobility Transformation Advisory Council
- Regional Affordability Committee
- Texas Colorado River Floodplain Coalition
- Austin Regeneration Fund Board of Directors
- Austin Industrial Development Corporation



# Appendix A Recommendations

- Create **Urban Mobility Commission** by incorporating:
  - Urban Transportation Commission
  - Pedestrian Advisory Council
  - Bicycle Advisory Council
- Create **Economic Opportunity Commission** by incorporating:
  - Communications Technology and Telecommunications Commission
  - Economic Prosperity Commission
  - MBE/WBE and Small Business Enterprise Procurement Program Advisory Committee
- Merge the following into **Planning Commission**
  - Bond Oversight Commission

# Appendix A Recommendations Continued

- Merge the following into **Downtown Commission**
  - South Central Waterfront Advisory Board
  - Tourism Commission
- Update Membership Requirements for **Airport Advisory Commission**
  - Requires clarification on current needs
- Reassign Roles
  - **Planning Commission** – remove zoning cases and focus on planning, code amendments, and capital planning
  - **Zoning and Platting Commission** – add zoning cases; update jurisdiction to city-wide zoning cases; add ex-officio member from Planning Commission
  - These changes will require update of the land development code



# Boards and Commissions Review Process

- Impacted Boards and Commissions Survey
  - 48 responses
  - Two-week period to collect feedback
  - Distributed to official BC account
- Survey questions
  - Is there another body that aligns with or is similar to the role and work of the board or commission you serve?
  - Do you see the potential merger of certain boards or commissions as (positive, negative, neutral)?
  - Do you see any gaps in important policies that are not currently covered by a board or commission?



# Boards and Commissions Review – Survey Responses

## Airport Advisory Commission (2 responses)

- Is there another body that aligns with or is similar to the role and work of the board or commission you serve?
  - Tourism Commission, Urban Transportation Commission
- Do you see the potential merger of certain boards or commissions as (positive, negative, neutral)?
  - Neutral – residents and businesses adjacent to the south will be silenced
- Do you see any gaps in important policies that are not currently covered by a board or commission?
  - The concerns of the South River City, Travis Heights Fairview Park Historic District, East Riverside Oltorf are not considered



# Boards and Commissions Review – Survey Responses

## Bicycle Advisory Commission (3 responses)

- Is there another body that aligns with or is similar to the role and work of the board or commission you serve?
  - Urban Transportation Commission; Pedestrian Advisory Council
- Do you see the potential merger of certain boards or commissions as (positive, negative, neutral)?
  - Negative – insufficient feedback on bicycle specific issues; lack of detailed analysis; Advisory Committee is more diverse and representative beyond just Districts; UTC is not suited for on-the-ground direct citizen feedback and engagement
- Do you see any gaps in important policies that are not currently covered by a board or commission?
  - No

# Boards and Commissions Review – Survey Responses

## Bond Oversight Commission (4 responses)

- Is there another body that aligns with or is similar to the role and work of the board or commission you serve?
  - Planning Commission, Water and Wastewater Commission; Airport Advisory Commission; Bicycle Advisory Council; Electric Boar, Urban Transportation Commission
- Do you see the potential merger of certain boards or commissions as (positive, negative, neutral)?
  - Positive – updates on Bond Projects to respective Commissions (i.e. Library)
  - Negative – time constraints to provide appropriate oversight
  - Neutral – unclear on implementation and structure of merger into Planning Commission
- Do you see any gaps in important policies that are not currently covered by a board or commission?
  - No
  - Yes – BOC has broad overview; refocus effort on sunset review process



# Boards and Commissions Review – Survey Responses

## Community Technology and Telecommunications Commission (1 response)

- Is there another body that aligns with or is similar to the role and work of the board or commission you serve?
  - No other commission’s mission overlaps with that of the CTTC. It is the only commission uniquely tasked with providing advice on city technology, infrastructure, emerging technologies, and initiatives to close the digital divide.
- Do you see the potential merger of certain boards or commissions as (positive, negative, neutral)?
  - Neutral
- Do you see any gaps in important policies that are not currently covered by a board or commission?
  - Yes – CTTC & Economic Prosperity Commission have two fundamentally different missions; create a gap in providing advice on critical policies related to technology, innovations, and digital equity.



# Boards and Commissions Review – Survey Responses

## Downtown Commission (4 responses)

- Is there another body that aligns with or is similar to the role and work of the board or commission you serve?
  - South Central Waterfront Advisory Board
- Do you see the potential merger of certain boards or commissions as (positive, negative, neutral)?
  - Positive – streamline resources; ability to find appointees willing to serve
  - Neutral
- Do you see any gaps in important policies that are not currently covered by a board or commission?
  - Yes – streamline with taskforces
  - No

# Boards and Commissions Review – Survey Responses

## Economic Prosperity Commission (2 responses)

- Is there another body that aligns with or is similar to the role and work of the board or commission you serve?
  - Construction Advisory Committee, Tourism Commission, Resource Management Commission
- Do you see the potential merger of certain boards or commissions as (positive, negative, neutral)?
  - Negative – unclear which departments are within jurisdiction and how recommendations should be accomplished
- Do you see any gaps in important policies that are not currently covered by a board or commission?
  - No

# Boards and Commissions Review – Survey Responses

## Pedestrian Advisory Council (1 response)

- Is there another body that aligns with or is similar to the role and work of the board or commission you serve?
  - None
- Do you see the potential merger of certain boards or commissions as (positive, negative, neutral)?
  - Neutral – it depends on if the mission of the boards change. Having unique boards allows them to be specific in how they tackle different challenges.
- Do you see any gaps in important policies that are not currently covered by a board or commission?
  - Yes - I think there is a gap in addressing the decrease in safe driving across Austin.



# Boards and Commissions Review – Survey Responses

## Planning Commission (4 responses)

- Is there another body that aligns with or is similar to the role and work of the board or commission you serve?
  - Comprehensive Plan Joint Committee, Zoning and Platting Commission, Codes and Ordinances Joint Committee, Downtown Commission, Small Area Planning Joint Committee, South Central Waterfront Advisory Board, Urban Transportation Commission
- Do you see the potential merger of certain boards or commissions as (positive, negative, neutral)?
  - Negative
  - Positive – purely administrative that can be combined with others and save taxpayer dollars; too many B&Cs for people to go to for information
- Do you see any gaps in important policies that are not currently covered by a board or commission?
  - No

# Boards and Commissions Review – Survey Responses

## South Central Waterfront Advisory Board (1 response)

- Is there another body that aligns with or is similar to the role and work of the board or commission you serve?
  - Planning Commission, Small Area Planning Joint Committee, Downtown Commission
- Do you see the potential merger of certain boards or commissions as (positive, negative, neutral)?
  - Neutral – separate boards to focus on particular area
- Do you see any gaps in important policies that are not currently covered by a board or commission?
  - No

# Boards and Commissions Review – Survey Responses

## Tourism Commission (4 responses)

- Is there another body that aligns with or is similar to the role and work of the board or commission you serve?
  - Airport Advisory Commission, Downtown Commission, Economic Prosperity Commission, South Central Waterfront Advisory Board
- Do you see the potential merger of certain boards or commissions as (positive, negative, neutral)?
  - Negative – No other board focuses on HOT revenue; tourism is nuanced and complex industry; requires specific knowledge
  - Positive – too many B&Cs; streamlined decision-making, resource efficiency
- Do you see any gaps in important policies that are not currently covered by a board or commission?
  - No
  - Yes – More oversight over HOT

# Boards and Commissions Review – Survey Responses

## Urban Transportation Commission (3 responses)

- Is there another body that aligns with or is similar to the role and work of the board or commission you serve?
  - Bicycle Advisory Commission, Pedestrian Advisory Council, Bond Oversight Commission, Airport Advisory Commission, Downtown Commission, Pedestrian Advisory Council, Planning Commission, South Central Waterfront Advisory Board
- Do you see the potential merger of certain boards or commissions as (positive, negative, neutral)?
  - Negative – reducing representation by condensing different commissions;
  - Positive – reduce redundancies
- Do you see any gaps in important policies that are not currently covered by a board or commission?
  - No
  - Yes – Bond oversight as part of UTC functions



# Boards and Commissions Review – Survey Responses

## Zoning and Platting Commission (3 responses)

- Is there another body that aligns with or is similar to the role and work of the board or commission you serve?
  - Planning Commission, South Central Waterfront Advisory Board; Codes and Ordinances Joint Committee, Small Area Planning Joint Committee,
- Do you see the potential merger of certain boards or commissions as (positive, negative, neutral)?
  - Neutral – update needed to reflect change of political direction by City Council;
  - Positive – reduce redundancies; need clear distinction of duties between ZAPCO and PC
- Do you see any gaps in important policies that are not currently covered by a board or commission?
  - No
  - Yes – process issues with community engagement and accountability to city processes (Imagine Austin)

# Review Process

Moving forward to develop a regular and staggered review process -

- Per [City Code Section 2-1-45\(B\)](#), if a commission has failed to convene a meeting for a period of six months, the Council Audit and Finance Committee shall make a recommendation to City Council on whether to continue the board.
- Per [City Code Section 2-4-46](#), every board or commission is required to file an Annual Internal Review and Report detailing the boards action in furtherance of their mission during the year as well as the goals and objectives for the upcoming year.
- A staggered review of each board or commission would occur on a rotating basis.
- Utilizing standardized review process modeled after the Texas Sunset Advisory Commission



# Review Process – Proposed Language

## 1. Identifying Boards or Commissions for Review

- Does the board or commission serve an important public purpose?
- Does the board or commission have a clearly defined mission that aligns with current City goals and priorities?
- Has the board or commission been subject to regular review and assessment by City Council?

## 2. Self-Evaluation and Submission

- What is the board or commission overall performance in meeting its objectives?
- How effective and efficient is the board or commission in delivering services?
- Has the board or commission met the city's goals and delivered on its intended outcomes?

# Review Process – Proposed Language

## 3. Public Input and Stakeholder Consultation

- How do stakeholders view the board or commission effectiveness and relevance?
- Are there any significant concerns or recommendations from the public or impacted groups?
- Is the board or commission meeting the needs of its beneficiaries, or are there gaps in service?

## 4. Evaluation of Boards or Commissions Performance

- Is the board or commission achieving its intended outcomes and objectives?
- Are their resources being used efficiently?
- What performance metrics or data indicate whether the board or commission is successful?
- Are there areas where the board or commission can improve operations or reduce costs?





# Review Process – Proposed Language

## 5. Legal and Regulatory Considerations

- Does the board or commissions have any legal mandates or statutory obligations that must be addressed before sunseting?
- Are there laws that necessitate the continuation of the board or commission?
- Would discontinuing the board or commission violate any local, federal or state law?

## 6. Assessment of Need and Public Value

- Is the board or commission still necessary given current challenges, priorities, and goals of the City?
- Could other boards or commissions take over the functions or services of this board or commission?
- Are there any new or emerging needs that the program should address to remain relevant?

# Review Process – Proposed Language

## 7. Impact on Public Services and Equity

- Will eliminating the or restructuring the board or commission harm vulnerable or marginalized groups?
- Are there alternative ways to provide services to those who depend on the board or commission?
- How would discontinuing the board or commission affect access to public services, especially in rural or underserved areas?

## 8. Final Recommendations and Legislative Action

- Should the board or commission be restructured or abolished entirely, or are there improvements and reforms needed for continued operation?
- Are there specific actions or reforms that could improve its performance and public value?
- If the board or commission is discontinued, how will its functions be transitioned or replaced?

# Q & A

