Adoption of Commissioner Norms

(Adoption of this Resolution will create conduct guidelines for Commissioners.)

RECOMMENDATION:

Council adopt Draft Resolution adopting Norms for the Planning Commissioners and Parks and Recreation Commissioners.

DISCUSSION:

Commissioner Norms
In 2001, the City Council adopted Council Norms for the Council and the Council has amended them every year since during their Strategic Planning workshops. No Norms have been adopted for the Commissioners. Pursuant to the direction of the City Council, this office reviewed the Council Norms and drafted Norms for each of the Commissions. At the Council meeting of December 12, 2006, the Council considered the draft Council Norms and directed staff to make corrections to the Norms, receive input from City staff on the Norms and forward the Commission Norms to each of the Commissions for their review and comment. The direction was to bring the matter back to the Council on the Consent Calendar. The Council Norms will be considered by the Council at its Strategic Planning workshop to be held on May 5.

Staff received comments from staff and from the Planning Commission and the Parks and Recreation Commission on the Norms. Each Commission made changes to the draft Norms, and they are set forth in a compare-rite version which is attached hereto. We also received comments from Staff members that were not included in the draft Norms, and have attached a copy of their comments to this Report. The City Attorney’s office does not recommend the Council include these suggestions into the Norms. It is in the Council’s discretion as to what revisions they desire to make to the Draft Norms for each Commission.
Planning Commission
The Planning Commissioners made changes to the draft Planning Commissioner Norms as are set forth in the compare-rite version which is attached to this report. Most of the changes are not substantive, i.e. change “hot” to “controversial”; “influence” to “lobby” “acknowledge” to “recognize”, but others are more substantive. For instance, in number 5, the original version had the commissioners notifying the council member who appointed them, the change is that the commissioner shall notify the Community Development Director, with quarterly reports to the Council.

Also, in number 15, commissioner may not contact staff members regarding “routine” information requests.

Park and Recreation Commission Norms
The Parks and Recreation Commission also met to consider the Norms. The Commission did not formally vote on the Norms, but I have attached a copy of the minutes with their comments. Most of their comments were incorporated with the comments of the Planning Commission and therefore, their Norms are the same with modifications necessary for different departments and meeting times.

Conclusion: The City Council may adopt any of the proposed changes to the Norms, and may amend as the Council deems appropriate.

FISCAL IMPACT: None

ALTERNATIVES:
The City Council may decide to not adopt the Commissioner Norms.

ATTACHMENTS:
- Draft Resolution on Commissioner Norms
- Draft Norms including proposed changes
- Staff suggestions
- Excerpt of minutes from Parks and Recreation Commission Meeting, January 18, 2007