



STAFF REPORT

Meeting Date: June 21, 2016
To: Honorable Mayor & City Council
From: Kevin Kearney, Senior Management Analyst
Subject: A Request by Councilmember Gold to Review City Council Ad Hoc Committees
Attachments: 1. City Council Standing and Ad Hoc Worksheet 2016-17

INTRODUCTION

This report transmits a request by Councilmember Gold for City Council discussion of the role of the ad hoc committees in reviewing policy matters and making recommendations to Council.

DISCUSSION

The City has three types of City Council Committees: 1) Commission Liaison Standing Committees, 2) Subject Matter/Topic Standing Committees, and 3) Ad Hoc Committees. Standing Committees have a continuing subject matter jurisdiction or fixed meeting schedule. An ad hoc committee is charged with a single nonrecurring subject matter that recurs sporadically and which holds meetings only as appropriate. The City currently has eleven Commission Liaison Standing Committees, fourteen Subject Matter/Topic Standing Committees and fifteen Ad Hoc Committees. The attachment in this report details the three different Council Committee sections, along with their respective committees. This report focuses specifically on ad hoc committees.

Ad hoc committees are assigned by the Mayor based on a specific need to provide for the detailed analysis of an important topic. Once a need is established by the Mayor to form an ad hoc committee, the Mayor typically provides direction by forming the committee's charge and responsibilities. During this time, the Mayor usually designates two Councilmembers, known as Council Liaisons, to the committee who engage in focused discussion of specific issues. The Mayor may also nominate other members to the committee during the formation process.

Once it is formed, the new ad hoc committee may work with City staff to set a schedule, and the committee will convene to study the directed topic. A staff liaison and a recording secretary may also be attached to the ad hoc committee to assist with any administrative needs. After engaging in focused discussion on specifically directed issues, the committee would form recommendations for consideration by the City Council. Ad hoc committees are advisory and not decision making bodies; therefore,

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either the Council Liaisons or the committee members should report back to the full Council with periodic summaries and/or recommendations. Once recommendations are presented, the full City Council is charged with making the final decision on the topic or policy matter. In some cases, the Council can delegate authority to a committee on subject matter items if the level of authority has been defined. An example of this is the Branding and Licensing Committee, as it does have final approval on certain activities; such as, product licensing for goods, approval of product design, one-time use of a license or the handling of infringement matters.

Ad hoc committees are disbanded after conclusion of their charge and recommendations to the City Council.

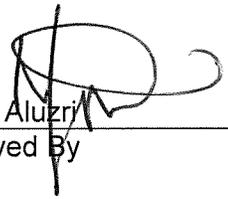
FISCAL IMPACT

There are no known fiscal impacts to the City at the moment.

RECOMMENDATION

It is recommended that the City Council review this report and provide direction to staff on how to proceed.

Mahdi Aluzri
Approved By



Attachment 1

2016-2017

City Council Standing and Ad Hoc Committees

Commission Liaison Standing Committees:	JM	NK	LB	JG
Architectural Commission	X	X		
Charitable Solicitations Commission		X		X
Cultural Heritage Commission	X		X	
Design Review Commission		X	X	
Fine Art Commission		X	X	
Health and Safety Commission			X	X
Human Relations Commission			X	X
Planning Commission	X		X	
Public Works Commission (includes Groundwater Mgmt. Technical Comm.)		X		X
Recreation and Parks Commission (includes Library, Farmer's Market, Greystone)	X			X
Traffic and Parking Commission	X			X

Subject Matter/Topic Standing Committees:	JM	NK	LB	JG
Audit Committee		X		X
BHUSD Committee/JPA	X			X
Branding and Licensing Committee	X	X		
Chamber of Commerce Committee			X	X
CVB/Marketing Committee	X		X	
Green City: Home Loan/Solar/Smart Grid/Bike	X		X	
Legislative/Lobby Committee	X		X	
Litigation Committee		X	X	
Next Beverly Hills Committee	X			X
PTA Committee			X	X
Rodeo Drive/Special Events/Holiday Program		X	X	
Sister Cities Committee		X		X
Small Business Assistance Task Force			X	X
Sunshine Task Force	X		X	

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City Council Standing and Ad Hoc Committees (continued)

Ad Hoc Committees (Limited Term):	JM	NK	LB	JG
Autonomous Vehicles	X		X	
Beverly Gardens Park Restoration Project	X			X
BHUSD Oil Well / Venoco			X	X
Elections			X	X
Entertainment Business District		X	X	
Land Acquisitions	X	X		
Lexus Dealership	X		X	
Mayors Process Efficiency Task Force		X		X
Mayor's Subway Task Force/Metro MOA	X		X	
Minimum Wage	X			X
One Beverly	X		X	
Parking Authority Finance		X		X
Santa Monica Boulevard Reconstruction	X			X
Seismic Safety Inventory		X	X	
Senior Staff Selection/Retention Committee		X	X	
Southeast Area Task Force	X		X	
Tour Buses		X		X
Wallis Annenberg	X		X	