BOARDS AND COMMISSIONS

Worksession
July 12, 2024
How are Boards and Commissions established?

**Charter**

Section 5.07. - Boards and commissions.

- (a) The assembly by ordinance may provide for advisory, regulatory, appellate or quasi-judicial boards or commissions. The ordinance shall prescribe the duties, terms and qualifications of members.

- (b) The mayor appoints the members of boards and commissions unless otherwise specifically provided in this Charter. Appointments are subject to confirmation by the assembly.

- (c) Boards and Commissions may make recommendations to the assembly, the mayor, and heads of executive departments on matters specified in the ordinance creating the board or commission.

- (d) The assembly by ordinance may create or designate itself to be a board of review, adjustment, or equalization. The ordinance shall prescribe the rules of procedure, including quorum and voting requirements.

**Code**

- Title 4 has the specifics for how boards and commissions are constituted and governed.

- The specifics for each board or commission is further codified in Title 4 separated into categories described by their function.
Quick facts about Boards and Commissions

Some required by Charter or Charter amendments
- MOA Trust Board - advisory
- ACCEE - advisory

May sunset per code, usually accompanied by an audit and a recommendation
- Reinstate the ADA Advisory Board (AO 2024-66)
- AO 2024-65 Sunset Audit
- Some explicitly do not sunset per code

Appointments to Boards and Commissions sometimes have specific seat qualifications – those are in code
- Bidding Review Board
- Onsite Water and Wastewater Technical Review Board

Those created by Code can be changed/adapted over time
- Public Safety Advisory Commission – contemplated changes by members
- Design Advisory Board – AO 2024-67
OnBoard:
https://onboard.muni.org/

See vacancies

See membership

See Board and Commission specifics

Where the public goes to apply
How do Boards and Commissions interact with Assembly business?
Adjudicatory

- Code based authority to decide certain matters
- Making final administrative decisions for the Municipality
- Decisions are subject to appeal to the Superior Court
- Decisions do not get reviewed by the Assembly
  - Board of Equalization – Assembly recruits and appoints members
  - Board of Adjustment
  - Zoning Examiners and Appeals Board
  - Platting Board
  - Planning and Zoning on certain matters – variance

Advisory

- Advisory resolutions come via code based process before Assembly action can take place
  - Planning and Zoning Commission makes a recommendation before Assembly action on rezones and Title 21 text amendments
  - Design Advisory Board for the PAMP takes action and makes a recommendation to the Mayor and transmitted to the Assembly prior to design decisions being approved
- Advisory resolutions come via the Assembly’s request
- Advisory resolutions come via the Board or Commission’s own initiative
  - Budget Advisory Commission often weighs in on the annual budget
How can a committee work with a Board or Commission?

Referred items/matters
EUOC relies on various boards and commissions to advise it on technical matters – Design Advisory Board, Geotechnical Advisory Commission, etc.

Standing updates and reports
Budget and Finance Committee provides a regular update to the Budget Advisory Committee and the BAC is a standing item on the committee agenda.