

RESOLUTION NO. 99-83

A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF HUNTINGTON BEACH ESTABLISHING A POLICY FOR
APPOINTMENT OF COUNCIL LIAISONS TO
ADVISORY BODIES TO THE CITY COUNCIL, CITIZEN COMMITTEES,
STANDING COUNCIL COMMITTEES, AD HOC COUNCIL COMMITTEES,
AND EXTERNAL AGENCIES AND ORGANIZATIONS

WHEREAS, the City Council of the City of Huntington Beach desires to adopt a policy for assignment of Council Liaisons to Advisory Bodies to the City Council, Citizen Committees, Standing Council Committees, Ad Hoc Council Committees, and External Agencies and Organizations,

NOW, THEREFORE, the City Council of the City of Huntington Beach does hereby resolve as follows:

1. That this Resolution shall be the policy of the City Council regarding the appointment of City Council liaisons to Advisory Bodies to the City Council, Citizen Committees, Standing Council Committees, Ad Hoc Council Committees, and External Agencies and Organizations.

2. That the following definitions shall be used in the implementation of this policy:

Advisory Body -- A body enacted by action of the City Council to serve as a standing body to provide advice to the City Council in a specific area or on a specific subject. These could be constituted as a commission, board, or committee as defined in the Huntington Beach Municipal Code Chapter 2.100. Examples of these are the Public Works Commission and the Allied Arts Board.

Citizen Committee -- A group of citizens either established by the citizens and formally recognized by Council, or established by the Council. These groups have a specific, narrow focus and an open membership and in most cases are limited in duration based on need.

Standing Council Committee -- A standing committee of the Council created by an action of Council in response to an ongoing issue. These committees are made up of Council members only (three or less) with staff support.

Ad Hoc Council Committee -- A temporary committee of the Council created by an action of Council in response to an issue that is limited in scope and duration. These committees would be made up solely of Council members with three or less Council members and staff support person(s).

External Agencies -- Groups both local and regional requiring participation by one or more members of the City Council with appointment by the City.

Regional or State Appointments -- Groups both regional and state with participation by appointment made externally and non-discretionary to the City.

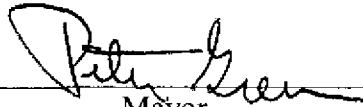
Liaison -- A non-voting representative of the Council acting as liaison between the specified body and the Council.

Member -- A participating, voting member of a Standing or Ad Hoc Council Committee.


Appointee -- A representative of the Council appointed to act as the City Council's representative to that body and with the powers vested in the City's representative by that body.

3. That all assignments as liaison, member, or appointee will occur on an annual basis no later than the first meeting in January after the appointment of the new Mayor.
4. That the procedures for making the assignments will be as follows:
 - Mayor or Mayor-to-be will send out a memo requesting that each Council Member submit a prioritized list of those assignments that are of interest to them.
 - The Mayor will utilize these lists to match to the best of his/her ability the requested assignments with the needs of the respective body while attempting to equitably balance the distribution of assignments.
 - Before submitting the list to the Council at a Council meeting, the Mayor will distribute the proposed list of assignments in a memo to Council. A period of not less than one week will be allowed for feedback from the Council members before the list is submitted for Council approval at a Council meeting. The memo should include a statement that every effort will be made by the Mayor to balance the distribution of liaison assignments.
 - During that week, it will be the responsibility of each Council member to convey to the Mayor any requests for changes in the assignments.
 - The Mayor will make every effort to accommodate the requests of the Council members including assigning three members of the Council, but no more, when more than two members have indicated that a specific assignment is a high priority.
 - When the week for review has past and the Mayor has finalized the list of Council Liaison Assignments, the list will be submitted to the Council at the next regular meeting of the City Council for approval. As a general rule, this should occur at the 2nd Council meeting in December.

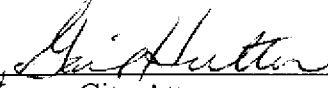
PASSED AND ADOPTED by the City Council of the City of Huntington Beach at a regular meeting thereof held on the 4th day of October, 1999.


Mayor

ATTEST:


City Clerk

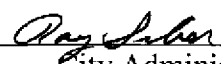
APPROVED AS TO FORM:


City Attorney

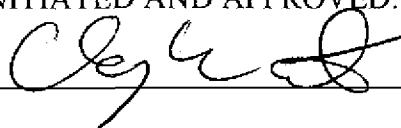
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1-8/31/99

REVIEWED AND APPROVED:


City Administrator


INITIATED AND APPROVED:



STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss:
CITY OF HUNTINGTON BEACH)

I, CONNIE BROCKWAY, the duly elected, qualified City Clerk of the City of Huntington Beach, and ex-officio Clerk of the City Council of said City, do hereby certify that the whole number of members of the City Council of the City of Huntington Beach is seven; that the foregoing resolution was passed and adopted by the affirmative vote of at least a majority of all the members of said City Council at a **regular** meeting thereof held on the **4th day of October, 1999** by the following vote:

AYES: Julien, Bauer, Garofalo, Green, Dettloff, Harman
NOES: None
ABSENT: Sullivan
ABSTAIN: None



City Clerk and ex-officio Clerk of the
City Council of the City of Huntington
Beach, California