

MEMORANDUM

July 23, 2001

TO: City Council

FROM: City Manager

SUBJECT: Summary of Review of Commissions: Library, Arts,
Recreation and Parks, Utility Advisory, Transportation & Parking

Background

At a special meeting held January 31, 2000, City Council directed the Council committees to review the necessity, mission, parameters and processes of the city's advisory commissions.

To support this process, Council members were asked which advisory bodies appeared to have the greatest need for review and for suggested changes in structure and focus. A matrix summarizing those comments was forwarded to each committee for consideration during review.

The Legislative Policy Committee was directed to review all advisory bodies except those currently reporting through another Council Committee. The Utility Advisory Commission was reviewed by the Deregulation Committee and the Code Enforcement Commission was reviewed by the Public Safety Committee. The Business Enterprise Committee was charged with reviewing those advisory bodies that currently report through that committee (RBOC, PCAC, PCOC, and CDC) and the commissions and committees associated with the development review process in northwest Pasadena.

Over a period of several months, each of the committees completed a review process that included a query of commission members through a questionnaire and meetings with the Chair of each commission.

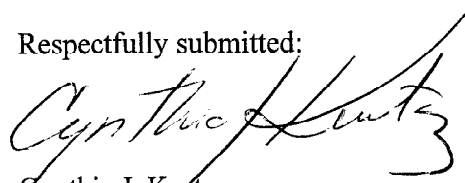
The City Council has now asked staff to present a summary of the results of the review process and outline alternatives raised during the course of the review. This information will be presented in three segments, grouping commissions with similar charges. Human services and land use commissions will be presented at future meetings. A summary for each of the commissions -- Library, Arts, Recreation and Parks, Utility Advisory, Transportation and Parking -- is attached.

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General Commission Concerns

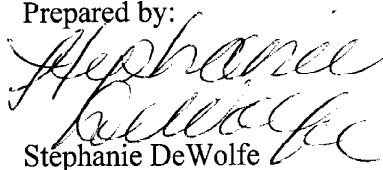
Several issues were raised repeatedly throughout the responses to the questionnaires and appear to be relevant to all commissions. The common issues surround communication with City Council and include a desire for more direct contact with Council members, more respect for the work of the commissions, more timely appointments to vacancies, and more visibility for the commissions in general.

Respectfully submitted:



Cynthia J. Kurtz
City Manager

Prepared by:



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