



# City of San Antonio

## Agenda Memorandum

**File Number:**

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**Agenda Item Number:** 3

**Agenda Date:** December 11, 2024

**In Control:** City Council B Session

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**DEPARTMENT:** Office of the City Manager

**DEPARTMENT HEAD:**

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:**

Briefing on staff recommendations regarding a proposed scope of review for a City Council Ad Hoc Committee as was discussed by the City Council on November 20, 2024. [Erik Walsh, City Manager; Debbie Racca-Sittre, City Clerk]

**SUMMARY:**

On October 16, 2024, Councilmembers Teri Castillo (District 5), Melissa Cabello-Havrda (District 6), and Marc Whyte (District 10) submitted a three-signature memo requesting a Special Meeting to discuss the COSA appointment processes in which the Mayor currently has the sole power to appoint members.

The City Council met for a Special Meeting on November 20, 2024 for such a discussion. City Staff understands the intent to further discuss board appointment considerations. While there are approximately 90 boards and commissions to which Council appoints, the first considerations will focus on six boards and commissions whose composition is governed by state law or City ordinances: City Charter Review Commission (CRC), Opportunity Home (Housing Authority), San Antonio Housing Commission (Housing Commission), CPS Energy Corporation (CPS), San Antonio Water System (SAWS), and VIA Metropolitan Transit (VIA).

A key concern expressed during the November 20 meeting involved the opportunity for a broad

and diverse representation across the City on these boards/commissions as well as the opportunity for City Council to play a greater role in vetting potential appointees prior to appointment. The ad hoc committee could be constituted and address the following:

- How Boards were established
- Preferred experience or qualifications
- Membership composition (diversity)
- Reporting (accountability)
- Representation
- Review of applicants prior to appointment

After discussion related to these six entities occurs, the Ad Hoc Committee will present recommendations to the full City Council at a future B Session.

### **BACKGROUND INFORMATION:**

An ad hoc committee to address these considerations is provided for in our City Code.

Sec. 2-541. - City council ad hoc committee on boards and commissions.

(a)The office of the city clerk shall maintain a list of all city boards and commissions, divided into two (2) categories, "district boards and commissions" and "at-large boards and commissions." Periodically, the mayor shall appoint an ad hoc committee to review all city boards and commissions for sunset, consolidation, or other recommended change.

(b)This city council ad hoc committee on boards and commissions will be comprised of one (1) senior council member, who will serve as the chairperson, and two (2) other council members. Ad hoc committee will meet as needed, to review any board or commission concerns that need to be presented to the full city council.

(c)The city council, as evidenced by passage of an ordinance, may sunset inactive boards or commissions as recommended by the respective city council committee having oversight over the board or commission, and as deemed necessary by the ad hoc committee.

(Ord. No. 100199, § 6, 12-17-04; Ord. No. 2009-03-19-0205, § 1, 3-19-09; Ord. No. 2019-09-12-0717, § 1, 9-12-19)

### **ISSUE:**

At issue is the appointment process in which the Mayor currently has the sole power to appoint members, as requested by the three-signature memo signed by Councilmembers Teri Castillo (District 5), Melissa Cabello-Havrda (District 6), and Marc Whyte (District 10).

### **ALTERNATIVES:**

This item is for briefing purposes only.

### **FISCAL IMPACT:**

This item is for briefing purposes only.

**RECOMMENDATION:**

Staff recommend the Mayor constitutes the City Council Ad Hoc Committee on Boards and Commissions to review board appointments. The Ad Hoc Committee will address the scope listed in the memo above and report back to the full City Council at a future B Session meeting.