



May 6, 2024

TO: City of Davis Advisory Commissions
FROM: Council Subcommittee on Commissions (Mayor Josh Chapman and Vice Mayor Bapu Vaitla)
RE: Feedback on Commission Roles and Responsibilities

The Council Subcommittee on Commissions has been reviewing the structure, roles and responsibilities of all Davis advisory commissions over the past year. The goal of this effort has been to structure commissions to align with needs of the City Council and to ensure that commissions provide added value to the local decision-making process.

At the City Council meeting of January 30, the City Council agreed to the following changes to commissions:

- Create Transportation Commission from Bicycle, Transportation and Street Safety Commission and Unitrans Advisory Committee.
- Create Fiscal Commission from Finance and Budget and Utilities commissions.
- Create Climate and Environmental Justice Commission from Natural Resources and Tree commissions. Move tree removal requests to a newly formed Tree Removal and Appeal Board.
- Take initial steps to incorporate the Historical Resources Management Commission into Planning Commission.
- Consider different options for Civic Arts and Human Relations commissions.
- Update authorizing resolutions for all commissions.
- Assign community engagement efforts to specific commissions as part of updates to General Plan elements for the General Plan Update process.

The Subcommittee has spent time to review and recommend simplified functions for each commission, with particular emphasis on the newly created commissions, and is now seeking feedback from commissions on the proposed scopes (See Attachment A). The Subcommittee will consider this feedback and include a summary of it when their recommendations relating to scope return to the full City Council. The intent is for every commission to have 3-4 primary functions. Additional tasks may be requested by the City Council at any time.

Questions the Subcommittee is asking for each commission to provide feedback on:

- Is the proposed scope clear?
- Does the proposed scope cover the subject areas you would expect the commission to cover? If not, what feedback would you provide?
- Is the proposed scope manageable for the commission?

ATTACHMENT A

| Commission | Purpose | Functions | Proposed Membership |
|--|---|--|----------------------------|
| Open Space & Habitat Commission | <i>Advise on matters relating to open space and habitat</i> | Advise on matters related to wildlife, wildlife habitat, habitat restoration, public access in open space, trail connectivity between open space areas, and the spending of funds dedicated to the maintenance and acquisition of open space | No change |
| | | Advise on the City's agricultural mitigation, agricultural buffer requirements, possible acquisitions of new open space and/or conservation easements, and the policies related to such acquisitions | |
| | | Serve as lead commission on implementation efforts of the Open Space 2030 Strategic Plan for the Open Space Program | |