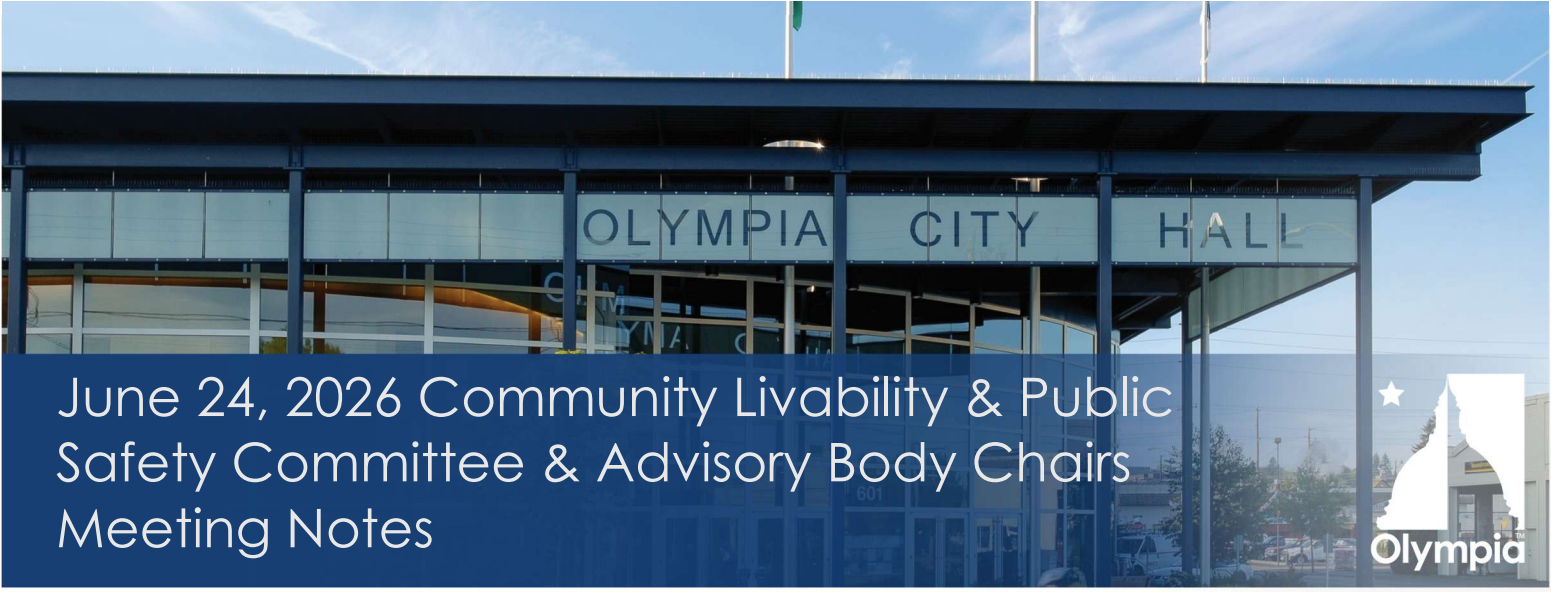




June 24, 2026 Community Livability & Public Safety Committee & Advisory Body Chairs Meeting Notes



Community Livability & Public Safety Committee (CLPS) and Advisory Body Chairs Meeting Notes

On June 24, 2026, CLPS hosted its annual meeting with current advisory body chairs, vice chairs, and their staff liaisons to discuss ways to improve the advisory bodies' work plan process. They were joined by City Manager Jay Burney and all seven City Council members. After everyone self-sorted into one of four tables, Assistant City Manager Stacey Ray asked each table to discuss and comment on three questions:

- What does impactful work mean for you and the other members of your advisory body?
- How might we ensure strong alignment between the City Council's Annual Work Plan and advisory body work plans?
- Is there a role for a referral process, and if yes, what might make that process most effective?

Below is a consolidated summary of remarks.

What does impactful work mean for you and the other members of your advisory body?

- When a recommendation and/or resulting work item is visible or tangible to the community.
- When a recommendation or outcome improves how our diverse community experiences and engages with the City, e.g., services are more equitable or more accessible, environments or events feel physically and psychologically safer.
- When a recommendation and/or resulting decision builds community trust in the government process.
- When a referral from the City Council matches with what the community sees as a priority issue or emerging need.
- When advisory bodies can be engaged early enough (e.g., early policy drafts or near the beginning of project timeline) to make meaningful commentary or ask relevant questions that can still affect next steps.

How might we ensure strong alignment between the City Council's annual work plan and advisory body work plans?

- Overall, most feel that the City Council's work plan should inform or drive advisory body work plans.
- Shift the timing so that the City Council's work plan is completed and referrals determined and assigned before advisory bodies finish drafting their work plan.
- Plan for a public presentation of the City Council's final work plan, and all related advisory body referrals, so all advisory body members can see the bigger picture for the year.
- Advisory bodies could submit an end-of-year report (around October or November) on the status of their current work plan items to help the City Council prepare for their next work plan. This report could include unresolved work items and/or top 3-4 priorities or emerging issues that the City Council should address.

- Expand the scope of work plan items so that advisory bodies could be assigned more work that does not rise to the level of importance of, but still supports, City Council (e.g., reviewing or sorting data, evaluating applications based on Council-approved metrics)?
- Create a standard and regular method to track progress on projects or policies so advisory bodies know their status after they have shared their recommendation to the City Council or staff.
- What happens to work plan items from the previous year that remain open? Can the City Council confirm whether to continue, pause, or close a work plan item?

Is there a role for a referral process, and if yes, what might make that process most effective?

- Yes, advisory bodies would like to be able to raise emerging issues to the City Council. However, what are the parameters?
 - Should a referral from an advisory body to the City Council mirror the same elements/requirements of a referral from the City Council to advisory bodies (e.g., issue, urgency, what are the desired outcomes)?
 - Does raising a question or an issue to the City Council necessarily mean they are asking for a referral from Council?
 - What are the obligations for the City Council to respond to a referral from an advisory body?
- Where should community members go if they have a concern or question to raise? Should they go directly to the City Council via public comment? Or a council committee like CLPS? Or a relevant advisory body meeting?

Additional questions or suggestions:

- Can there be a more formal “closing the loop” or post-mortem for projects or policies that advisory bodies were involved with?
 - Can the City Council or staff report back to advisory bodies on whether or how their recommendations or projects are helpful, and why?
 - How are advisory bodies’ work or contribution shared with the public?
- When the City Council or staff prepare a referral, can there be more clarity of the advisory body’s scope or role in decision-making process? Can this include a better understanding of the life cycle of a project or potential impact?
- What are advisory bodies’ role(s) or responsibilities, if any, in engaging directly with the community?
- Can there be more regular contact with the City Council, e.g., maybe a touch base with Council or CLPS biannually or quarterly to share progress on work plan issues or emerging items?
- What does a mid-year non-work plan item look like?
- Overall, members would like to see more clarity or documentation around the following processes:
 - Council to committee/advisory body (referral)
 - Committee to council (recommendation)
 - Committee to director (recommendation)
 - Director to committee (referral)