



# Commission Agenda Report

City of Kalamazoo

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**TO:** Mayor Hopewell, Vice Mayor Cooney, and City Commissioners

**FROM:** Steve Brown, FFE Coordinator, Resource Specialist

**DATE:** November 30, 2017

**SUBJECT:** Recommendation for Selection Process for Commission Directors to Foundation for Excellence Board of Directors

## RECOMMENDATION

It is recommended that the City Commission uses the Board and Committee Chart updated to include the Foundation for Excellence (FFE) in order to select the two (2) Commission Director appointments to the FFE Board of Directors that are outlined in "Section 4.02.A. Numbers, Selection, City Directors" of the FFE's Bylaws.

## BACKGROUND

### Appointing Two Commission Directors

Following recent precedents: At the beginning of a new City Commission term the City Clerk works with the Mayor to distribute the Board and Committee Chart (attached) that contains the names of the City Commission standing committees, ad hoc committees the Mayor wants to create, and the City advisory boards and commissions that have City Commission liaisons or members. Commissioners are asked to rank the various boards, commissions, and committees in order of preference. Once all the charts have been completed and returned, the Clerk compiles the results and presents them to the Mayor. The Mayor makes the board/commission/committee assignments and talks with individual Commissioners to work out conflicting preferences. When the assignments have been finalized the City Clerk prepares an agenda item, and the City Commission takes action to approve them.

## COMMUNITY RESOURCES CONSULTED

This memorandum uses extensive input from the City Attorney and FFE Staff to build on research into City Commission precedents (attached), which includes the City Charter, City Commission Rules, City Commission Board/Commission/Committee Assignments documents, as well as input from City Commission at their November 20, 2017 Session.

## FISCAL IMPACT

None

## **ALTERNATIVES**

A decision by the City Commission to delay action would have negative consequences, including a delay in the operational timeline for establishing the Foundation.

## **ATTACHMENTS**

2017-2019 Board and Committee Chart  
CCA Board Appointment Process Memo