



Legislation Text

File #: 17-1095, **Version:** 1

Meeting Date: November 9, 2017

To: Human Rights Commission

From: Ben Martig, City Administrator

Discussion of annual report presentation to City Council.

Action Requested:

Come to agreement on either preparation for presentation of annual report in December or January to the City Council.

Summary Report:

City Code requires an annual report of activities to the City Council as follows:

Sec. 2-340. - Duties and responsibilities.

In fulfillment of its purpose, the human rights commission's duties and responsibilities shall be to:

- (5) Present to the mayor and city council, in December of each year, an annual report, advising them of the matters studied by the human rights commission in that year, and recommendations for the coming year.

The City Council meetings in December are on December 5 and December 12. Staff feels it would be appropriate to have the commission review an annual report as a group prior to presentation to the City Council. Therefore, staff is recommending to delay the presentation to Council until January in order for preparation of an annual report that can be reviewed and approved by the Human Rights Commission on December 14.

Alternative Options:

The Human Rights Commission could delegate preparation of a report and presentation to be completed in December. Presumably, this would include members working on it in cooperation with staff.

Financial Impacts:

None.

Tentative Timelines:

N/A