



City Council Staff Report

From: City Manager

Report Type: **CONSENT CALENDAR**

Lead Department: Community Services

Meeting Date: **March 27, 2023**

Report #:2303-1151

TITLE

Adopt an Ordinance to Expand the Human Relations Commission (HRC) from Five to Seven Members; CEQA status – not a project

RECOMMENDATION

Staff recommends that the City Council adopt the attached ordinance to expand the Human Relations Commission from five to seven members.

BACKGROUND AND ANALYSIS

On March 6, 2023, the City Council moved to increase the membership of the City's Human Relations Commission from five to seven members. In June 2020, this Commission was reduced from seven members to five at the direction of Council.¹ Staff return with the attached ordinance to make the change and increase the membership of the HRC to seven members. The ordinance will stagger the two new seats so that only a portion of the Commission will change each year. The term of these seats will remain three (3) years.

Existing Staggering Schedule: Two Seats end in 2023, Three Seats end in 2025

Seat	Current Term Expiration Date	Next Term
1	March 31, 2023	April 2023-March 2026
2		
3	March 31, 2025	April 2025-March 2028
4		
5		

¹ See staff report from June 22, 2020 at <https://www.cityofpaloalto.org/files/assets/public/agendas-minutes-reports/reports/city-manager-reports-cmrs/year-archive/2020/id-11424.pdf?t=72303.63>

New Staggering Schedule: Two new seats will end in 2024, then will have regular three-year terms.

Seat	Current Term Expiration Date	Next Term
1	March 31, 2023	April 2023-March 2026
2		
3 (new)	March 31, 2024	April 2024-March 2027
4 (new)		
5	March 31, 2025	April 2025-March 2028
6		
7		

If this ordinance is approved, Council may select four commissioners in the current recruitment process – two commissioners that will have three-year terms (Seats 1 and 2), and two commissioners that will have one-year terms (Seats 3 and 4). The two commissioners appointed to one-year terms will start their terms upon the effective date of this ordinance or upon appointment by Council, whichever is later.

FISCAL/RESOURCE IMPACT

Increasing the commission size to seven members will increase demands on staff to support the administration of the HRC. Staff are responsible for scheduling, doing research to answer Commissioner questions, and ensuring compliance with the Brown Act and local bylaws and rules. Staff will have to dedicate additional time to accommodate two additional members. This will be absorbed within existing staff levels.

STAKEHOLDER ENGAGEMENT

This item is being put forth at Council's request from March 6, 2023. No additional stakeholder engagement was performed.

ENVIRONMENTAL REVIEW

Approving this ordinance is not a project within the meaning of CEQA.

ATTACHMENTS

Attachment A: Ordinance Expanding the Human Relations Commission from Five to Seven Members

APPROVED BY:

Kristen O'Kane, Community Services Director