



MAYOR & COUNCIL COMMUNICATION

November 17, 2015

Subject: Creation of the Planning and Development Services Department Advisory Committee (PDSDAC) (City Wide) Page: 1 of 2

Issue – At the November 4, 2015 Study Session, Mayor and Council approved an advisory committee to create a new vision for the Planning and Development Services Department (PDSD) with the help of community stakeholders.

City Manager's Office Recommendation – It is recommended the Mayor and Council approve the attached resolution creating the Planning and Development Services Department Advisory Committee (PDSDAC).

Background – Due to recent retirements and departures of senior staff at the Planning and Development Services Department, there is an opportunity to consider options to update, and make improvements to the department's organization for the future. It would include creating checks and balances for positive results in the department.

Planning and Development Services is comprised of 90 staff members. This number is a reduction from a high point in 2008 when there were 138 staff members. The department added code administration, administrative staff, and planning review staff from the former Department of Urban Planning and Design in 2009 and added Code Enforcement Division from Housing and Community Development in 2013.

Present Consideration – The advisory committee would make recommendations for a new vision for the department and relevant criteria that will help the City Manager select the next Planning and Development Services Department Director.

The committee would also consider the creation of a building official position, or an ombudsperson concept, which would allow for one contact person to follow projects from start to finish, and facilitate the connection between the City of Tucson and developers.

The committee would consist of fifteen (15) members, with the Mayor and Council each appointing two individuals and one person appointed by the City Manager. All members would serve without compensation, and all members must be residents of the City; or must own, manage or operate a business in the City.

This public body is defined as an advisory committee, and shall comply with all of the provisions of the Open Public Meeting Law, including providing for legal action reports and minutes from each meeting. Support for the PSDAC will be provided by the City Manager's Office.

Plan Tucson Considerations – This item relates to Chapter Four, Plan Implementation & Administration, and the City's ability to implement Plan Tucson by having the right foundational elements in place, such as resources, partnerships, procedures, agreements and other administrative elements.

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Financial Considerations –None. All members of this advisory committee will serve without compensation.

Operating Cost and Maintenance Input – None.

Legal Considerations – The City Attorney's Office has prepared a resolution to create the Planning and Development Services Department Advisory Committee.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "M. Ortega", with a long horizontal flourish extending to the right.

Michael J. Ortega, P.E.
City Manager

MJO:RWR:DR
CITYCLERK

Attachment: Resolution

ADOPTED BY THE
MAYOR AND COUNCIL

November 17, 2015

RESOLUTION NO. 22497

RELATING TO BOARDS, COMMITTEES AND COMMISSIONS; CREATING THE PLANNING AND DEVELOPMENT SERVICES DEPARTMENT ADVISORY COMMITTEE; AND DECLARING AN EMERGENCY.

BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF TUCSON, ARIZONA, AS FOLLOWS:

SECTION 1. CREATION. Pursuant to Tucson Code (T.C.) § 10A-139(a), the Planning and Development Services Department Advisory Committee ("Committee") is created as a Mayor and Council advisory committee.

SECTION 2. APPLICABILITY OF T.C. CHAPTER 10A, ARTICLE XIII. The provisions of T.C. Chapter 10A, Article XIII (T.C. §§ 10A-133 through 10A-139 inclusive) shall apply to the Committee, except where otherwise specifically provided by this Resolution.

SECTION 3. COMPOSITION; NOMINATION AND APPOINTMENT; TERMS; QUORUM.

(a) Composition. The Committee shall be composed of fifteen (15) members, who shall serve without compensation.

(b) Appointment. The Mayor and each Council Member shall appoint two members each. The City Manager shall appoint one member. All members must be residents of the City; or must own, manage or operate a business in the City.

(c) Terms. Consistent with the term of the Committee itself, as set forth in Section 7 below, each member shall serve until December 31, 2016.

(d) Quorum. Eight members of the Committee shall constitute a quorum.

SECTION 4. CONCURRENT SERVICE PERMITTED. T.C. §10A-134(c) does not apply to the Committee. Notwithstanding any other provision of law, members of the Committee may serve concurrently on other City boards, committees or commissions.

SECTION 5. MISSION, RESPONSIBILITIES, AND FUNCTIONS (T.C. § 10A-139(b)(3)). The Committee shall review the internal processes of the Planning and Development Services Department as well as relevant criteria for the selection of the Director. The Committee shall also consider the creation of a building official position or ombudsman to follow projects from start to finish. The Committee shall provide their recommendations to the City Manager.

SECTION 6. LIMITATION OF POWERS. Neither the Committee nor any member thereof may incur city expenses or obligate the City in any way without prior authorization of Mayor and Council.

SECTION 7. TERM. Tucson Code § 10A-139(b)(1)'s presumptive term of twenty-four months does not apply to the Committee. The Committee shall automatically terminate on December 31, 2016.

SECTION 8. STAFF SUPPORT. As authorized under T.C. § 10A-139(b)(2), the City Manager shall provide staff to support the functions of the Committee and to maintain minutes of its meetings. The Committee's meeting minutes shall be filed with the City Clerk.

SECTION 9. NO ANNUAL REPORT REQUIRED. T.C. § 10A-139(b)(5)'s annual report requirement does not apply to the Committee, which shall make reports as directed by Mayor and Council.

SECTION 10. The various City officers and employees are authorized and directed to perform all acts necessary or desirable to give effect to this Resolution.

SECTION 11. WHEREAS, it is necessary for the preservation of the peace, health, and safety of the City of Tucson that this Resolution become immediately effective, an emergency is hereby declared to exist and this Resolution shall be effective immediately upon its passage and adoption.

PASSED, ADOPTED AND APPROVED BY THE MAYOR AND COUNCIL OF THE CITY OF TUCSON, ARIZONA, November 17, 2015

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

REVIEWED BY:



CITY ATTORNEY
DPM
DPM/dg
11/12/15

CITY MANAGER