



City Council Workshop Agenda

Mayor Jerry Weiers
Vice Mayor Ian Hugh
Councilmember Jamie Aldama
Councilmember Joyce Clark
Councilmember Ray Malnar
Councilmember Lauren Tolmachoff
Councilmember Bart Turner

Tuesday, April 18, 2017

1:30 PM

Council Chambers

Workshop

One or more members of the City Council may be unable to attend the Workshop or Executive Session Meeting in person and may participate telephonically, pursuant to A.R.S. § 38-431(4).

CALL TO ORDER

ROLL CALL

WORKSHOP SESSION

1. [17-138](#) PRESENTATION ON THE ENTERPRISE RESOURCE PLANNING (ERP) SYSTEM SELECTION PROJECT
Staff Contact and Presenter: Vicki Rios, Director, Budget and Finance
Staff Presenter: Tom Duensing, Assistant City Manager
Staff Presenter: Lisette Camacho, Assistant Director, Budget and Finance
2. [17-142](#) CIOSI: CREATION OF A TEMPORARY CITY COUNCIL AND BUSINESS LEADER SUB-COMMITTEE
Staff Contact and Presenter: Sam McAllen, Director, Development Services

Attachments: [Scoping Statement](#)
3. [17-148](#) COUNCIL ITEM OF SPECIAL INTEREST: CREATION OF A DIVERSITY AWARENESS AND HUMAN RELATIONS COMMISSION
Staff Contact and Presenter: Nancy Mangone, Assistant City Attorney and
Staff Contact and Presenter: Jim Brown, Director, Human Resources and Risk Management

Attachments: [Human Relations Commission Benchmark Data \(Attachment 1\)](#)
[Diversity Commission Language \(Attachment 2\)](#)
[Glendale Commissions Comparison Chart \(Attachment 3\)](#)
[AZ Diversity Commissions Comparison Chart \(Attachment 4\)](#)

CITY MANAGER'S REPORT

This report allows the City Manager to update the City Council. The City Council may only acknowledge the contents to this report and is prohibited by state law from discussing or acting on any of the items presented by the City Manager since they are not itemized on the Council Workshop Agenda.

CITY ATTORNEY'S REPORT

This report allows the City Attorney to update the City Council. The City Council may only acknowledge the contents to this report and is prohibited by state law from discussing or acting on any of the items presented by the City Attorney since they are not itemized on the Council Workshop Agenda.

COUNCIL ITEMS OF SPECIAL INTEREST

Councilmembers may indicate topic(s) they would like to have discussed by the Council at a future Workshop and the reason for their interest. The Council does not discuss the new topics at the Workshop where they are introduced.

MOTION AND CALL TO ENTER INTO EXECUTIVE SESSION**EXECUTIVE SESSION****1. LEGAL MATTERS**

A. The City Council will meet with the City Attorney for legal advice, discussion and consultation regarding the city's position in pending or contemplated litigation, including settlement discussions conducted in order to avoid or resolve litigation. (A.R.S. § 38-431.03(A)(3)(4))

B. Council will meet to discuss and consider records exempt by law from public inspection and are specifically required to be maintained as confidential by state or federal law. (A.R.S. § 38-431.03(A)(4))

C. Discussion/consultation with the City Attorney to receive an update, to consider its position, and to provide instruction/direction to the City Attorney regarding Glendale's position in connection with pending or contemplated litigation, or in settlement discussions conducted in order to avoid or resolve litigation (A.R.S. § 38-431.03 (A)(3)(4))

2. LEGAL MATTERS - PROPERTY & CONTRACTS

A. Discussion/consultation with the City Attorney to consider its position, and to provide instruction/direction to the City Attorney regarding Glendale's position in connection with property in the area of 99th Avenue and Bethany Home Road which is the subject of negotiations. (A.R.S. §§ 38-431.03 (A)(3)(4)(7))

Upon a public majority vote of a quorum of the City Council, the Council may hold an executive session, which will not be open to the public, regarding any item listed on the agenda but only for the following purposes:

- (i) discussion or consideration of personnel matters (A.R.S. § 38-431.03(A)(1));
- (ii) discussion or consideration of records exempt by law from public inspection (A.R.S. § 38-431.03(A)(2));
- (iii) discussion or consultation for legal advice with the city's attorneys (A.R.S. § 38-431.03(A)(3));
- (iv) discussion or consultation with the city's attorneys regarding the city's position regarding contracts that are the subject of negotiations, in pending or contemplated litigation, or in settlement discussions conducted in order to avoid or resolve litigation (A.R.S. § 38-431.03(A)(4));
- (v) discussion or consultation with designated representatives of the city in order to consider its position and instruct its representatives regarding negotiations with employee organizations (A.R.S. § 38-431.03(A)(5)); or
- (vi) discussing or consulting with designated representatives of the city in order to consider its position and instruct its representatives regarding negotiations for the purchase, sale or lease of real property (A.R.S. § 38-431.03(A)(7)).

Confidentiality

Arizona statute precludes any person receiving executive session information from disclosing that information except as allowed by law. A.R.S. § 38-431.03(F). Each violation of this statute is subject to a civil penalty not to exceed \$500, plus court costs and attorneys' fees. This penalty is assessed against the person who violates this statute or who knowingly aids, agrees to aid or attempts to aid another person in violating this article. The city is precluded from expending any public monies to employ or retain legal counsel to provide legal services or representation to the public body or any of its officers in any legal action commenced for violation of the statute unless the City Council takes a legal action at a properly noticed open meeting to approve of such expenditure prior to incurring any such obligation or indebtedness. A.R.S. § 38-431.07(A)(B).

SPECIAL ACCOMMODATIONS

For special accommodations please contact the City Clerk's Office at 623-930-2252 extension 1 at least 3 business days prior to the meeting.

POSTING VERIFICATION

This agenda was posted on 04/13/2017 at 11:00 a.m. by DRW.



Legislation Description

File #: 17-138, Version: 1

PRESENTATION ON THE ENTERPRISE RESOURCE PLANNING (ERP) SYSTEM SELECTION PROJECT

Staff Contact and Presenter: Vicki Rios, Director, Budget and Finance

Staff Presenter: Tom Duensing, Assistant City Manager

Staff Presenter: Lisette Camacho, Assistant Director, Budget and Finance

Purpose and Policy Guidance

The purpose of this workshop presentation is to provide the City Council with additional information on the Enterprise Resource Planning System Selection Project.

Background

Since 1995, the city has been using PeopleSoft's Human Capital Management (HCM) and Supply Chain Management (SCM) Financials ERP solutions. In the HCM system, the city has implemented the Core Human Resources, Payroll for North America and Time and Labor modules. In the PeopleSoft SCM/Financials, the city has implemented Purchasing, Accounts Payable and General Ledger. The city is considering replacing PeopleSoft with a software solution that is mid-range in terms of complexity (Tier 2), less demanding to implement and maintain, and smaller in size but robust and agile enough to fit the city's needs.

On January 2016, the city issued a request for proposals (RFP) for a consultant to provide services related to the procurement of a new ERP system and, optionally, to manage the implementation of the resulting ERP application. BerryDunn was selected as the top vendor for these services. BerryDunn is a consulting and certified public accounting firm with extensive experience in assisting municipal clients throughout the project lifecycle of an ERP system selection and implementation. BerryDunn and the city began the ERP System Selection Project in July 2016.

The focus of the ERP System Selection Project is to identify, define, evaluate and plan for the replacement of the existing system software and for any other relevant applications that support related business processes. The city assessed the current environment and conducted a comprehensive evaluation of the various applications currently in use throughout the city. The evaluation included evaluating the city's business needs and best practices in municipal agencies to determine the requirements and desired functionality for the future system.

Analysis

On November 2016, the city issued an RFP for ERP software and implementation services to replace PeopleSoft. The city received three responses to the RFP and those proposals were evaluated by a team comprised of employees from the Human Resources, Budget and Finance, and Innovation and Technology Department. As part of the evaluation process, the top three vendors were invited to demonstrate their

software products. Each vendor was provided the same script that included scenarios for each functional area of the project and discussion items related to technical and implementation considerations. Employees from throughout the city participated in the demonstrations and provided their input to the evaluation team.

For the top two vendors, the city completed web-conference sessions to view certain in-depth functionality; made written inquiries to the vendors to clarify statements and receive Best and Final Offer (BAFO) pricing; and performed reference checks and/or site visits to current users of these software systems.

The team scored Tyler Technologies (Tyler) Munis software highest based upon the cumulative results of the evaluation process. Munis is used by many similar organizations nationwide and several local cities in the Phoenix area. The city published a Notice of Intent to award a contract to Tyler Technologies and is in the process of completing the contract negotiation process with Tyler. Staff will provide the City Council with an update on the ERP System Selection Project and discuss the potential benefits of the Tyler Munis system. Staff anticipates bringing a recommendation for award of a contract for the ERP system to Tyler to the Council in May 2017.

On March 21, 2017, Staff presented to City Council updated information on the ERP System Selection Project. At this meeting, City Council directed city staff schedule another workshop to provide additional information on the ERP System Selection Project.

Previous Related Council Action

On March 21, 2017, Staff presented to City Council an update the ERP System Selection Project.

On June 28, 2016, the City Council approved an agreement with BerryDunn for ERP selection and implementation consulting services.

Budget and Financial Impacts

This report is for information purposes only.



Legislation Description

File #: 17-142, Version: 1

CIOSI: CREATION OF A TEMPORARY CITY COUNCIL AND BUSINESS LEADER SUB-COMMITTEE

Staff Contact and Presenter: Sam McAllen, Director, Development Services

Purpose and Policy Guidance

This Council Item of Special Interest, creation of a temporary City Council and Business Leader Sub-Committee, was identified by Councilmember Clark at the City Council's December 20, 2016 Workshop meeting.

City Council is being asked to provide policy guidance and direction regarding the proposed creation of a Temporary City Council and Business Leader Sub-Committee.

Background

Staff worked with Councilmember Clark to develop a Scope Statement to support her proposal of creating a temporary, one-year, sub-committee made up of City Council Members and representatives of the business community for the exclusive purpose of reviewing pertinent city codes and processes relating to regulatory code, licensing, planning and development functions. The purpose of the sub-committee is to make policy recommendations to City Council regarding improvements the city could make to create an environment that makes it easier for businesses to get started and grow in our community.

The goal of the sub-committee will be "To make Glendale even more business friendly and enhance Glendale's reputation for supporting job attraction, creation and retention."

Analysis

Staff estimates that the formation of the temporary sub-committee and the staff support needed for this endeavor would require an average of 2-3 staff hours per week for each member of the Advisory Team and staff liaison, and it is likely that this team will consist of about ten staff members. The overall estimated impact is expected to be approximately 1,040 to 1,560 staff hours. Staff would be expected to support the work of the sub-committee in addition to other assignments which may require adjusting timelines on other projects.

If City Council supports moving forward with the creation of a temporary City Council and Business Leader Sub-Committee and the attached Scoping Statement, staff believes this sub-committee can be begin work in three to four months. If additional work is required to gain Council's consensus on the Committee's scope, additional time will be required.

Council Item of Special Interest: Create a Temporary City Council and Business Leader Sub-Committee

Scoping Statement:

To create a temporary one-year sub-committee made up of City Council members and representatives of the business community for the exclusive purpose of reviewing pertinent city codes and processes relating to regulatory code, licensing, planning, and development functions. The purpose of the sub-committee is to make policy recommendations to City Council regarding improvements the city could make to create an environment that makes it easier for businesses to get started and grow in our community.

The composition of the temporary committee is proposed as:

- Three (3) City Council members
- One (1) representative of a Glendale small business (0-24 employees)
- One (1) representative of a Glendale mid-size business (25-99 employees)
- One (1) representative of a Glendale large business (100+ employees)
- One (1) representative to embody the viewpoint of design professionals (architect, engineer, etc.), contractors, or developers (commercial or residential).

Goal:

To make Glendale even more business friendly and enhance Glendale's reputation for supporting job attraction, creation and retention.

Deliverables:

Step 1: Mechanism to create the Committee

Update and amend the Council Guidelines to allow for the creation of a temporary Council sub-committee that would include members of the public. The current guidelines only provide for the establishment of a permanent Council Committee comprised of Councilmembers only. The proposed update would come to a workshop first and then be placed on a voting meeting agenda for adoption by resolution.

Step 2: Authorizing the Committee

If Council is in agreement on the scope of the committee as outlined in the scoping statement, staff will bring forward an item at the next available voting meeting for the Council to consider the adoption of a resolution officially forming a temporary one-year Council sub-committee and select three members of the Council to serve on the sub-committee.

Step 3: Forming the Committee

Once the sub-committee has been authorized, the city would solicit for interested and qualified members of the public to apply for the open seats on the sub-committee. The Government Services Committee would consider the applications and make recommendations to the full Council for discussion in Executive Session. At the next voting meeting, the Council would consider the formal approval of the public members being appointed who would be sworn in at that meeting.

Step 4: Forming the Internal Staff Support Team

An assigned Staff Liaison will be responsible for communicating with the sub-committee, preparing agendas and study materials, addressing public posting requirements, taking meeting minutes, and conducting follow-up on information requested by the committee. Due to the nature of the proposed work of the sub-committee, it is anticipated that an internal subject matter expert Advisory Team would need to be assembled in order to address the needs of the sub-committee. Members of this Advisory Team would likely include representatives Code Compliance, Planning, Building Safety, Fire Marshal, Economic Development, City Attorney, Public Works, Water Services, and Tax & License.

Step 5: Convening the Committee

Staff will convene the first meeting of the sub-committee at which time they will review the scope of the sub-committee's work, the three members of the Council will select a Chair from amongst the Councilmembers serving on the sub-committee, and the sub-committee will identify future agenda items. The Staff Liaison will convene future public sub-committee meetings as directed by the Committee Chair and report updates to the City Council as directed by the Committee Chair.

Step 6: Reporting to Council

It is anticipated that the sub-committee findings would include recommended code changes, new policies, and/or the identification of processes that need to be examined in detail for improved efficiency. These items would be brought forward for City Council consideration via periodic Workshop sessions which would support the ability to enact actionable change and continuous study at the same time.

It would be the intent of the Staff Advisory Team that certain sub-committee recommendations could be reasonably be acted upon and administratively would move to implementation simultaneously with the sub-committee's study. This would allow the sub-committee to report on the results of their work to both the public and the City Council throughout the 12-month process.

Timeline:

The estimated timeframe for each of the steps outlined is shown below. With an aggressive timeline, this sub-committee could be formed and begin work within 3-4 months if Council were to approve moving forward with this CIOSI and identified Scoping Statement. If additional work is required to gain Council's consensus on the sub-committee's scope, additional time will be required.

Phase	Activity	Est. Timeline
Step 1: Mechanism to create the Committee	Workshop Voting	4-6 weeks
Step 2: Authorizing the sub-committee	Voting	If sub-committee scope is approved with the

		CIOSI, this will be done at the same meeting where the Council Guidelines are amended
Step 3: Forming the sub-committee	Public Outreach	4-6 weeks
	GSC Review	2 weeks
	Council Approval	2 weeks
Step 4: Forming the Internal Staff Support Team	Assignments made	none
Step 5: Convening the sub-committee	Public sub-committee meetings	12 months or less
Step 6: Reporting to Council	Various	Intermittently

Administration:

It is estimated that the formation of the temporary sub-committee and the staff support needed for this endeavor would require an average of 2-3 staff hours per week for each member of the Advisory Team and the staff liaison, and it is likely that this team will consist of about ten staff members. The overall estimated impact is expected to be approximately 1,040 to 1,560 staff hours. Staff would be expected to support the work of the sub-committee in addition to other assignments which may require adjusting timelines on other projects.



Legislation Description

File #: 17-148, Version: 1

COUNCIL ITEM OF SPECIAL INTEREST: CREATION OF A DIVERSITY AWARENESS AND HUMAN RELATIONS COMMISSION

Staff Contact and Presenter: Nancy Mangone, Assistant City Attorney and

Staff Contact and Presenter: Jim Brown, Director, Human Resources and Risk Management

Purpose and Recommended Action

This is request for Council to discuss and consider enacting an ordinance to establish a City of Glendale Diversity Awareness and Human Relations Commission. The Commission will be created by expanding the role and responsibilities of the existing Persons on Disabilities Commission and have it address and advise Council on issues, policies and regulations related to all of the diverse members of the Glendale community.

Background

CM Aldama originally requested, as a CIOSI in a September 1, 2015 Council Workshop, that the Human Resources and Risk Management Department collect information and benchmark data on the other valley benchmark cities that have established Human Relations Commissions. The Department's benchmark data was presented to Council at a November 17, 2015 workshop and is attached to this report as Attachment 1. At the Council's request, additional information and proposed language was presented in workshops on February 2, 2016 and June 7th, 2016, and in a voting session on November 22, 2016. The item was tabled in the voting session and CM Aldama has requested this item be brought back for discussion and consideration at the April 18 workshop. CM Aldama's proposed language for creating the Diversity Awareness and Human Relations Commission is attached as Attachment 2.

In conversations with City staff between November 2016 and March 2017, Council members have asked for additional background materials including a summary of the powers, duties and composition of the City of Glendale's other Boards and Commissions and a summary of the language related to the goals and responsibilities of Human Relations Commission established by other Arizona cities and towns. That background information is provided to Council with this report in Attachments 3 and 4, respectively.

Analysis

Based on the direction provided by Council at prior workshops, as well as direct input from CM Aldama, staff is requesting direction on how the Council would like to proceed on the creation of a Diversity Awareness and Human Relations Commission. The following options provided for the Council in this presentation include:

- Move to a voting session the Diversity Awareness and Human Relations Commission draft ordinance as presented by CM Aldama, with or without modifications;

- Work with staff to draft an alternative ordinance; or
- Leave things as they exist today, with no Diversity or Human Relations Commission

Previous Related Council Action

Council has discussed the establishment of a Human Relations and Diversity Commission in three prior workshops (November 17, 2015, February 2, 2016 and June 7, 2016) and considered, but tabled, a Human Relations Commission ordinance on November 22, 2017.

Community Benefit/Public Involvement

Establishing a Diversity/Human Relations Commission benefits the public by giving citizens a permanent forum to engage City staff and Council on diversity issues and bring information/programs to Council for consideration. It will also work to eliminate prejudice and discrimination in Glendale community and promote equal opportunity, tolerance, mutual respect, understanding, awareness and unity among all citizens who live, work and spend time in our City.

Budget and Financial Impacts

There is no expected financial impact associated with changing the role of the Commission of Persons with Disabilities to have it become the Diversity Awareness and Human Relations Commission.

Human Relations Commissions Benchmark Data

City	Diversity Council/Commission	Summary – Report and Authority	Staffing or Members	Events	Funding	Community Complaints	Strategy
Chandler	Human Relations Commission	<p>Human Relations Commission: The Commission acts as an advisory board to the City Council by recommending ways to encourage mutual respect and understanding among the many groups of people who live, work and spend time within the community.</p> <p>The eleven members broadly represent the diverse demographics of the community. The Commission makes recommendations to discourage all manner and manifestation of discriminatory practices and assist the City Council and City departments on ways in which people from different racial, cultural or religious backgrounds can be made to feel at home within the Chandler Community.</p> <p>The Commission act as an advisory group and they participate in fund raising & grant administration.</p> <p>Reports to the Community Resources & Diversity Manager.</p>	<p>11 members (3 yr. term); must be a resident of the City.</p> <p>The term of each member shall be for three (3) years, and each member shall serve until his/her successor is appointed and qualified. Any vacancy in office during the term shall be filled by the Mayor with approval of the Council for the unexpired term.</p>	<p>The Commission sponsors the following:</p> <ul style="list-style-type: none"> • Celebration of Unity Luncheon • Multi-Cultural Festival • Volunteer Recognition Breakfast 	<p>There is a small budget that is designated within the Neighborhood Resources Division and is administered by the Diversity office.</p>	<p>No. Function more like an advisory group and will provide input on some decisions.</p>	<p>They function with pro-active approach.</p>
Gilbert	Human Relations Commission	<p>Human relations are the ways we interrelate, by respecting one another, valuing strengths and differences. The Gilbert Town Council has established the human relations commission to advise the council on these values. The Human Relations Commission will serve in an advisory role to the Council on human relations and diversity- related issues; will champion policies, programs, services, events, which affect human relations and cultural diversity; communicate accurate and respectful information in order to educate the community on the Town's rich cultural heritage, and promote equality and unity.</p> <p>The commission shall have the following powers</p>	<p>Council Liaison Staff Liaison</p>	<p>The Commission no longer sponsors events, but they may participate by having a booth.</p>	<p>\$2,550 annually for the taking of minutes and other expenses.</p>	<p>The commission does not address complaints.</p>	<p>The Commission's focus is on education and awareness.</p>

		<p>and duties:</p> <ol style="list-style-type: none"> 1.Serve in an advisory role to the council on human relations and diversity-related issues; 2.Serve as a resource and an advocate on behalf of the community on human relations and cultural diversity issues; 3.Review, suggest and champion policies, programs, services, and events, which affect human relations and cultural diversity; by consciously and consistently seeking to serve all residents; 4.Build purposeful relationships with residents, the outlying community, council, town leadership and a wide range of local, state, national and international groups, agencies and organizations to respect diversity and promote unity in the town; 5.Communicate accurate and respectful information in order to educate the community of the town's rich cultural heritage and diversity; 6.Provide support/vision to the staff to promote the cultural initiatives and events as identified by the commission and approved by the council; 7.Identify opportunities to increase the awareness of cultural diversity between citizens by establishing ongoing dialogue and interaction to promote respect for diversity among all citizens within the town; 8.Identify and collaborate with groups and organizations that can provide cultural activities and enrichment to the town; 9.Respond to community human relations and cultural diversity issues in a timely manner and with sensitivity and compassion; 10.Remain informed, open and responsive to opportunities that promote inclusion, equality, and unity within the town's strategic plan through council, town leadership and other commissions; 11.Encourage private funding for human relations efforts; and 12. Perform other duties as may be directed by the council from time to time. <p>The Commission reports to the City Council.</p>					
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Human Relations Commissions Benchmark Data

<p>Phoenix</p>	<p>Human Relations Commission</p> <p>Reporting and Authority:</p>	<p>The mission of the Phoenix Human Relations Commission is to promote respect and understanding among all groups by eliminating discrimination throughout the city. The Phoenix Human Relations Commission is made up of 17 volunteer citizens appointed by the mayor and City Council. Members serve (3) three year terms. It advises the City Council on human relations issues and assists in implementing the city's policy against discrimination. The commission operates or supports various programs designed to promote positive intergroup relations.</p> <p>The Commission reports to the Equal Opportunity Department Director</p>	<p>Equal Opportunity Department Staff</p>	<p>The Commission hosts the following events:</p> <ul style="list-style-type: none"> • Martin Luther King Awards Program • Faces of Diversity Brown Bag Series (program is currently inactive) • Community Forums on Race Relations • Relations Unity Walk 	<p>Corporate sponsorships.</p>	<p>No Response</p>	<p>The Commission advises the City Council on human relations issues and assists in implementing the city's policy against discrimination. The commission operates or supports programs designed to promote positive intergroup relations.</p>
<p>Mesa</p>		<p>The Human Relations Advisory Board advises the City Council about racial, religious, ethnic, cultural, disability or other human relations issues affecting the City of Mesa and delivery of City services to Mesa residents, businesses, and visitors. The board recommends policies to eliminate discrimination and prejudice and to promote mutual understanding and harmony. The board serves as a public forum for citizen input on human relations issues. Members are appointed for staggered terms of three years and represent the City's diverse population.</p> <p>The Commission provided recommendations to the Mayor and Council.</p> <p>The Commission reports to the Mayor and Council.</p>	<p>Staff Liaison - Diversity & Neighborhood Outreach Administrator</p>	<p>HRAB sponsors the Mesa Diversity Film Series, attends Regional Unity Walk, Pride parade, Mesa Martin Luther King, Jr. parade, festival and awards dinner, and also various presentations throughout the year, most recently a discussion on mental health.</p>	<p>Not funded.</p>	<p>No, however concerns can be addressed at board meetings by contacting the Diversity Office.</p>	
<p>Scottsdale</p>	<p>Human Relations Commission</p>	<p>The Scottsdale Human Relations Commission will advocate and promote all dimensions of diversity. The commission will act as an advisory body to the mayor, city council and staff and to make recommendations on ways to encourage mutual respect and understanding among people, to discourage prejudice and discrimination, and to work</p>	<p>Staff Representative Staff Coordinator, Office of Diversity</p>	<p>The Human Relations Commission hosts several community education/Civil Dialogue events that are free and open to the public. 2014: The Commission</p>	<p>The Human Relations Commission is a voluntary appointment, however, the city's Office of Diversity and Inclusion budget allows for some expenditures, e.g. stipends for speakers,</p>	<p>No they do not, however, public comments can be made or citizens can email HRC members with concerns, ideas and even complaints, though, they do not have any authority</p>	<p>The activities planned are based upon the purpose. Activities this year will focus on interfaith dialogue, for example, during our next Civil Dialogue. There is no specific plan of action that they have</p>

Human Relations Commissions Benchmark Data

		<p>towards cultural awareness and unity. The commission may also make recommendations as to special events which will further its purpose.</p> <p>The Commission is made up of 7 members appointed members serving a 2 year term.</p> <p>The Commission reports to the City Council.</p>		<p>hosted 4 Civil Dialogues. 2015: The Commission the Fall Civil Dialogue which included international speaker, Jo Berry, and a post-film conversation after viewing “Beyond Right and Wrong: Stories of Justice and Forgiveness”</p>	<p>printing costs for HRC activities, line-item for business meeting refreshments, e.g. for the annual Regional HRC meeting, printing costs for HRC activities.</p>	<p>to take action. It would be referred to the staff liaison, Office of Diversity and inclusion.</p>	<p>created, though they are considering this.</p>
Tempe	Human Relations Commission	<p>The Human Relations Commission advises the Mayor and City Council and assists City departments in promoting mutual understanding and respect among the many groups of people who live, work and spend time in our community; on ways to eliminate prejudice and discrimination; on ways in which people from different cultural backgrounds can be made to feel at home in the community; and on ways in which information on human relations topics can be disseminated, including conducting surveys and studies, convening forums, seminars and workshops, and sponsoring special event and award recognitions. The Human Relations Commission is composed of eleven (11) members who are Tempe residents. Terms are for three years. (City Code, Chapter 2, Article V, Division 6)</p> <p>The Commission serves in an advisory role and provides recommendations to mayor and council.</p> <p>The Commission reports to the Mayor and Council.</p>	Staff Liaison - Diversity Director	<p>The Commission hosts the following events:</p> <ul style="list-style-type: none"> • The Martin Luther King Diversity Awards • Challenge Day inclusion program with the Tempe High Schools 	<p>Ordinance outlined by Mayor and Council. Can be found online.</p>	<p>The Commission does not handle complaints. The Diversity Office handles external complaints.</p>	Not provided

DIVISION 5. – DIVERSITY AWARENESS AND HUMAN RELATIONS COMMISSION

Sec. 2-311. - Established.

(a) There is hereby established within the City of Glendale a commission on Diversity Awareness and Human Relations whose members shall be appointed by the council of the City of Glendale.

(b) It is the policy and goal of the City Council to eliminate prejudice and discrimination in the Glendale community, and to promote equal opportunity, tolerance, mutual respect, understanding, awareness and unity among all citizens who live, work and spend time in our City.

(Ord. No. 1862, § 1, 1-9-96)

Sec. 2-312. - Members.

(a) The Commission shall be composed of fourteen members, who shall be residents of the City of Glendale and shall be selected and appointed by the city council. The term of appointment shall be for a period of two years; however, the term of five original members shall be for a three-year term as determined by the city council. The chairperson and vice-chairperson shall be nominated by the government services committee for final approval by the city council. The term of appointment for the chair and vice-chair shall be for a period of one year.

(b) All vacancies shall be filled by the city council for the remainder of the term of the member causing the vacancy.

(c) The members of the commission shall, if possible, be persons of diverse backgrounds, including representatives of agencies and employers dedicated to serving the needs of the diverse citizens of Glendale, or individuals demonstrating special interest, knowledge and dedication to diversity issues.

(Ord. No. 1862, § 1, 1-9-96)

Sec. 2-313. - Powers and duties.

(a) The commission shall advise the mayor and council regarding issues, regulations or policies affecting the diverse members of the Glendale community including, but not limited to, those related to race, color, religion, sex, national origin, age, marital status, sexual orientation, gender identity or expression, genetic characteristics, medical condition, familial or parental status, U.S. military veteran status, mental development, behavior, illness, disorder or disability, physical appearance, limitation or disability, education level, socio-economic condition or any other individual or distinct characteristic.

(b) The commission may establish such rules, regulations or bylaws as it deems necessary for its government and the faithful performance of its duties.

(c) The commission may hold hearings and public meetings regarding matters within the jurisdiction of the commission.

(d) The commission shall promote recognition of the needs and contributions of diverse persons by supporting and sponsoring education about persons of diverse backgrounds for the general public.

(e) The commission shall provide assistance to city staff, as requested, on diversity issues.

(f) The commission may establish such sub-committees as it deems necessary to assist the commission in fulfilling its powers and duties. The members of the sub-committees shall be commission members and shall be appointed by the commission. Each sub-committee shall be chaired by a member of the commission who shall be appointed by the chairperson of the commission. The sub-committee shall have no authority to act independent of the commission.

(Ord. No. 1862, § 1, 1-9-96)

Sec. 2-314. - Recommendations to council.

All recommendations forwarded by the commission to the city council and other actions of the commission must receive an affirmative vote of not less than a majority of the members present at the meeting at which an item is voted upon by the commission.

(Ord. No. 1862, § 1, 1-9-96)

Comparison of Powers, Duties and Composition of Glendale Boards and Commissions

City Commission	Purpose of Commission	Number of Members	Advisory or Takes Action	Can Hold Hearings /Public Meeting ¹	Sub-Committee Must Be Members ²
Personnel Board (Chapter 2)	Advise and make recommendations on merit system policy and human resources policies, procedure and administration; hear appeals on employee disciplinary actions; represent public interest in human resources management in City service.	5 residents	Advisory	Yes	N/A
Glendale Arts Commission (Chapter 2)	Develops annual arts projects plan; assists with selecting/commissioning artists; reviews grant applications and recommends funding for grants.	7 members (Selected and approved by Council)	Advisory (funding of projects approved by Council)	No	N/A
Housing Advisory Commission (Chapter 2)	Advise Mayor and Council regarding rules, regulations and policies governing the maintenance and operation of housing programs, proposals for development of additional housing and other matters as directed.	5 residents	Advisory	No	N/A

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² “N/A” (Not applicable) means the Code language does not provide for the creation of subcommittees.

Comparison of Powers, Duties and Composition of Glendale Boards and Commissions

<p>Commission on Persons with Disabilities (Chapter 2)</p>	<p>Advise Mayor and Council regarding rules, regulations and policies affecting the disabled community; promote recognition of needs and contributions of disabled persons; support and sponsor education about disabled persons for the general public. Assist City staff on issues involving disabled persons.</p>	<p>14 residents; Prefers disabled persons, reps of agencies and employers dedicated to serving disabled or having special interest, knowledge and dedication to disability issues.</p>	<p>Advisory</p>	<p>Yes</p>	<p>No</p>
<p>Citizens Transportation Oversight Commission and Citizens Bicycle Advisory Committee (Chapter 2)</p>	<p>Ensure public input and government accountability, monitor transportation fund expenditures, recommends adjustment to projects; advise Council on Regional transportation issues, public transit, bicycle routes and programs; issues related to alternative modes of transportation.</p>	<p>11 residents; Must have special interest, knowledge, dedication to transportation issues and programs.</p>	<p>Advisory</p>	<p>Yes</p>	<p>Bicycle Committee (7 members, includes 1 CTAC Member); Advises Council through CTAC.</p>
<p>Citizens Utility Advisory Commission (Chapter 2)</p>	<p>Provide recommendations on water and solid waste management services, operations, policies, rates, fees and budgets.</p>	<p>7 residents</p>	<p>Advisory</p>	<p>Yes</p>	<p>N/A</p>
<p>Aviation Advisory Commission (Chapter 7)</p>	<p>Advise on maintenance and operation of airport, fees, land use, leases, safety, noise and capital improvements, etc.</p>	<p>7 residents + 1 LAFB rep</p>	<p>Advisory</p>	<p>No</p>	<p>N/A</p>

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Comparison of Powers, Duties and Composition of Glendale Boards and Commissions

Judicial Selection Advisory Board (Chapter 13)	Seek out and encourage qualified applicants, investigate applicants' background and qualifications and submit recommendations for appointment and reappointment.	Presiding Judge + 7 other members (including 3 residents)	Advisory	Yes	N/A
Library Advisory Board (Chapter 20)	Monitor and evaluate progress toward meeting goals, recommend changes to programs and service levels, identify desirable contracts and relationships, cultivate joint programs with other governments, assist in establishing budget priorities, provide annual report to Council.	9 residents	Advisory	No	N/A
Parks and Recreation Commission (Chapter 27)	Advise Mayor and Council regarding rules, regulations and policies relating to planning, operation, use, maintenance of City parks and recreational centers.	9 residents	Advisory	No	N/A
Planning and Zoning Commission (Chapter 28 and Appendix A)	Study development of City, make recommendations for better development, make reports to Council and approve or deny requests for use permits	5 to 7 Members (residency is implied, as change of residency creates vacancy.)	Acts to approve/deny conditional use permits (can be appealed); otherwise Advisory	Yes	N/A

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Comparison of Powers, Duties and Composition of Glendale Boards and Commissions

<p>Community Development Advisory Committee (Chapter 28)</p>	<p>Advise, counsel and aid with Community Development Block program; Advise Mayor and Council regarding rules, regulations and policies relating to maintenance and operation of housing programs, additional housing needs and CAP</p>	<p>13 Members total = 1 GESD 5 low income residents 7 represent City Council</p>	<p>Advisory</p>	<p>No</p>	<p>N/A</p>
<p>Building Safety Advisory and Appeals Board/Board of Adjustment (Chapters 9 and 29.1)</p>	<p>Hears appeals of decisions, notices of violations and orders of compliance issued by building safety inspectors</p>	<p>5 to 7 Members (residency is implied, as change of residency creates vacancy.)</p>	<p>Can act on appeals, variances, boundary disputes and Code interpretation</p>	<p>Yes</p>	<p>N/A</p>
<p>Historic Preservation Commission (Appendix A)</p>	<p>Works with Planning Commission and City Council on Historic Preservation matter</p>	<p>7 residents; Preferred to have special interest, knowledge or experience in historical preservation.</p>	<p>Advisory</p>	<p>Yes</p>	<p>N/A</p>

❖ Boards created by State statute (PSPRS Boards for Police and Fire) or for financial purposes (Glendale Municipal Property Corporation, Industrial Development Authority, Risk Management/Workers Compensation Trust Fund Boards) were not included in this chart.

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Comparison of Powers, Duties and Composition of Municipal Diversity Awareness and Human Relations Commissions

City and Name of Commission	Purpose of Commission	Number of Members	Can Hold Hearings/ Public Meeting ¹
<p>Chandler</p> <p>Human Relations Commission</p>	<ul style="list-style-type: none"> • Work toward elimination of prejudice and discrimination; and to promote amicable relations among all racial, cultural, religious, age, gender, disabled, socio-economic and national groups within the community; • Recommend ways to encourage mutual respect and understanding among the many groups of people who live, work and spend time with the community; • Make recommendations to discourage all manner and manifestation of discriminatory practices; • Assist City Council and departments on ways in which people from different racial, cultural or religious backgrounds can be made to feel at home within the Chandler community. 	<p>11 Members</p> <p>Residents who broadly represent the diverse demographics of the community.</p>	<p>N/A</p>

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Comparison of Powers, Duties and Composition of Municipal Diversity Awareness and Human Relations Commissions

City and Name of Commission	Purpose of Commission	Number of Members	Can Hold Hearings/ Public Meeting ¹
<p>Flagstaff</p> <p>Commission on Diversity Awareness</p>	<ul style="list-style-type: none"> • Advise and assist City Council on ways to educate community on diversity awareness and develop ways to disseminate such information through surveys, studies, forums, workshops, brochures and other events; • Foster mutual understanding, tolerance, respect and awareness among all citizens of Flagstaff; • Recognize the different economic, cultural, social, racial and ethnic groups within the city; • Cooperate in the development of educational programs dedicated to improvement of community relations and to enlist the support of various groups to foster diversity awareness; • Develop recommendations to assist in developing any policies to respond to the concerns and needs of those in the community and on the Commission in the promotion of diversity awareness; • Advise on ways to educate the community on diversity awareness and to disseminate information through surveys, studies, forums, workshops, brochures and events; • Act as information or referral group to assist in greater understanding and respect for diversity awareness among all individuals. 	<p style="text-align: center;">7 Members</p> <p>Make every effort to recruit and appoint members representing the diverse population of Flagstaff and demonstrated an interest in minority issues or promoting issues of cultural diversity.</p>	<p style="text-align: center;">Yes</p>

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Comparison of Powers, Duties and Composition of Municipal Diversity Awareness and Human Relations Commissions

City and Name of Commission	Purpose of Commission	Number of Members	Can Hold Hearings/ Public Meeting ¹
<p>Gilbert</p> <p>Human Relations Commission</p>	<p>Human relations are the ways we interrelate, by respecting one another, valuing strengths and differences. Advise the Council on these values.</p> <ul style="list-style-type: none"> • Advise Council on human relations and diversity-related issues. • Serve as a resource and an advocate on human relations and cultural diversity issues. • Review, suggest and champion policies, programs, services, and events. • Build purposeful relationships with residents, the outlying community, council, town leadership and a wide range of local, state, national and international groups, agencies and organizations to respect diversity and promote unity in the town. • Communicate accurate and respectful information in order to educate the community of the Town's rich cultural heritage and diversity. • Provide support/vision to the staff to promote the cultural initiatives and events identified by the commission and approved by the council. • Identify opportunities to increase the awareness of cultural diversity by establishing ongoing dialogue and interaction to promote respect for diversity among all citizens within the town. 	<p>5 members and 1 alternate</p> <p>Council may appoint ad hoc members who are not residents of Gilbert</p>	<p>No</p>

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Comparison of Powers, Duties and Composition of Municipal Diversity Awareness and Human Relations Commissions

City and Name of Commission	Purpose of Commission	Number of Members	Can Hold Hearings/ Public Meeting ¹
<p>Gilbert</p> <p>Human Relations Commission</p> <p>(continued)</p>	<ul style="list-style-type: none"> • Identify and collaborate with groups and organizations that can provide cultural activities and enrichment to the town. • Respond to community human relations and cultural diversity issues in a timely manner and with sensitivity and compassion. • Remain informed, open and responsive to opportunities that promote inclusion, equality, and unity within the town's strategic plan through council, town leadership and other commissions. • Encourage private funding for human relations efforts. 		
<p>Mesa</p> <p>Human Relations Advisory Board</p>	<ul style="list-style-type: none"> • Advise the City Council about racial, religious, ethnic, cultural, disability or other human relations issues affecting Mesa City government and the delivery of City services. • Recommend policies to eliminate discrimination and prejudice and to promote mutual understanding and harmony • Serve as a public forum for citizen input on issues related to the purpose and functions of the Board. 	<p>11 Members</p> <p>Residents and electors of the City.</p>	<p>Yes</p>

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Comparison of Powers, Duties and Composition of Municipal Diversity Awareness and Human Relations Commissions

City and Name of Commission	Purpose of Commission	Number of Members	Can Hold Hearings/ Public Meeting ¹
<p>Phoenix</p> <p>Human Relations Commission</p>	<ul style="list-style-type: none"> • Make periodic surveys of the existence and effect of discrimination because of race, color, religion, sex, national origin, marital status, and sexual orientation in public accommodations. • Foster positive intergroup relations and the elimination of discrimination based on race, color, religion, sex, national origin, marital status, and sexual orientation. • Publish the results of such studies, investigations, and research that will tend to promote good will and the elimination of discrimination. • Counsel and provide such information may be reasonably necessary to further compliance with provisions of this chapter. • Plan, coordinate, and conduct information, education and awareness programs. • Plan, coordinate, and conduct programs to eliminate discrimination and racism. • Establish committees appointed by the chairman of the Commission from its membership and the community at large to assist the Commission in the execution of its duties. • At least once a year, report on its activities to the City Council. 	<p>17 Members</p>	<p>Yes</p>

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Comparison of Powers, Duties and Composition of Municipal Diversity Awareness and Human Relations Commissions

City and Name of Commission	Purpose of Commission	Number of Members	Can Hold Hearings/ Public Meeting ¹
<p>Scottsdale</p> <p>Human Relations Commission</p>	<ul style="list-style-type: none"> • Advocate and promote all dimensions of diversity. • Act as an advisory body to mayor, city council and staff. • Make recommendations on ways to encourage mutual respect and understanding among people, discourage prejudice and discrimination and work towards cultural awareness and unity. • Make recommendations for special events which will further its purpose. 	<p style="text-align: center;">7 Members</p> <p style="text-align: center;">Individually and collectively be broadly representative of the demographics of the community</p>	<p>No</p>
<p>Sierra Vista</p> <p>Commission on Cultural Diversity</p>	<ul style="list-style-type: none"> • Advise and make recommendations to Mayor, City Council and City management on diversity issues; • Provide a forum for Community to address matters of concern or interest relating to cultural diversity and awareness; • Sponsor educational activities that raise awareness and understanding of community's diverse cultures; • Study community programs to enhance support and understanding within community. • Foster cooperation among cultural entities by developing programs to enhance community awareness. 	<p style="text-align: center;">7 Members</p> <p style="text-align: center;">Membership that reflects the broadest levels of diversity in our community.</p>	<p>No</p>

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Comparison of Powers, Duties and Composition of Municipal Diversity Awareness and Human Relations Commissions

City and Name of Commission	Purpose of Commission	Number of Members	Can Hold Hearings/ Public Meeting ¹
<p>Tempe</p> <p>Human Relations Commission</p>	<ul style="list-style-type: none"> Assist in fund raising through grants and other resources. 		
	<p>Advise the mayor and city council and assist city departments:</p> <ul style="list-style-type: none"> to promote mutual understanding and respect among the many groups of people who live, work and spend time in the community; on ways to eliminate prejudice and discrimination; on ways in which people from different cultural backgrounds can be made to feel at home in the community; and on ways in which information on human relations topics can be disseminated including: conducting surveys and studies, convening forums, seminars and workshops, and sponsoring special event and award recognitions. 	<p>11 Members</p> <p>Tempe Residents</p>	<p>No</p>
<p>Tucson</p> <p>Human Relations Commission</p>	<ul style="list-style-type: none"> Commission shall reflect the racial, ethnic, sex, religion, age and other protected groups and diverse lifestyles of residents of the Tucson Metropolitan Community. 		
	<ul style="list-style-type: none"> Study discrimination within the community and encourage mutual understanding, respect and cooperation among all groups within the Tucson Metropolitan Community. Gather, analyze, and disseminate factual data relating to human relations and issue reports to be made available to the public respecting its studies, research, investigations and other activities. 	<p>8 Members of metropolitan community, who favor principles of equal opportunity and non-discrimination and demonstrate knowledge and</p>	

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Comparison of Powers, Duties and Composition of Municipal Diversity Awareness and Human Relations Commissions

City and Name of Commission	Purpose of Commission	Number of Members	Can Hold Hearings/ Public Meeting ¹
<p>Tucson</p> <p>Human Relations Commission</p>	<ul style="list-style-type: none"> • Plan and conduct community programs of information and education in the field of human relations. • Cooperate with federal, state, county, city and other governmental and non-governmental agencies and organizations. • Recommend to Mayor and Council plans and programs to implement the City's equal opportunity and non- discrimination policies. • Recommend to Mayor and Council for consideration the development of legislation which the Commission finds necessary and desirable to carry out the policy of thisCommission. • Tucson Code Chapter 17, Section 17-15 paragraph (c) - The charging party may file a request that Commission review the findings of the City's AffirmativeAction Division on cases of discrimination. 	<p>understanding of human relations problems.</p> <p>(includes 1 member designated from separate GLBT Commission)</p>	

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