

## 2.15.130 Committees

### A. Creation.

1. Council may create a committee comprised of Maricopa residents on topics of special interest or to address one general topic to obtain community feedback, conduct research and provide recommendations to council and staff. ~~–Committees shall take directions from city council for the purpose of studying, researching and advising council to~~ on topics of special interest or to address one general topic and produce specific outcome(s) that can be achieved and reported to council within council prescribed time limits. Committees may be asked to advocate for city initiatives pertaining to their assigned topic in order to engage the community and promote transparency.

2. When creating a committee, council shall determine eligibility, the number of members, terms, selection and removal of members.

### B. Council Responsibility.

1. The mayor shall assign councilmembers to serve as council liaisons to each committee.

~~2. Prior to the Futures Planning, council liaisons will formulate a set of goals and objectives for the next fiscal year to be adopted by the council.~~

### C. Member Responsibility.

1. Members shall advise the council related to policy matters relevant to the scope of the given committee.

2. Members shall elect a chairperson, vice-chairperson and secretary from among its own regular members annually, coinciding with appointment dates.

3. Meeting notes in the form of meeting minutes shall be prepared by the secretary for approval by the committee and forwarded to the city clerk's office. Any action taken by the committee will be posted on the city website.

4. Members will meet as determined by the council liaisons, staff liaison and the chair.

### D. Staff Responsibility.

1. A staff liaison will be assigned to each committee.

2. Staff will provide input and direction to guide committee activities.

### E.D. Agenda Process.

~~1. Goals should originate by council direction in an open meeting setting or as a recommendation from the council liaisons.~~

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2. The chair will work with the staff council liaisons to prepare the agenda language then transmit the agenda language to the city clerk in order to be posted in compliance with city procedures and Arizona Open Meeting Law.

F. Goals.

1. 2. Prior to the Futures Planning, staff council liaisons with input from the committees will formulate a set of goals and objectives for the next fiscal year to be adopted by the council.

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