



**OFFICE OF COUNCILMEMBER CHRISTOPHER WARD  
THIRD COUNCIL DISTRICT**

**M E M O R A N D U M**

DATE: January 18, 2017

TO: Council President Myrtle Cole, Chair, Rules Committee

FROM: Councilmember Christopher Ward, Third Council District

SUBJECT: Rules Committee Priorities for 2017

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In response to your request for priorities for the Rules Committee, I offer the following suggestions as we develop our work plan:

*Elections and Ballot Measures*

- Last week, Mayor Faulconer proposed increasing the city's hotel room tax via a public ballot measure in 2018 to finance the expansion of the Convention Center and provide dedicated revenue streams to support homeless services and other city needs. The Committee must engage in the process and actively participate in the development of the proposal.

*Customer Service, Open Government, and Public Outreach*

- The committee should be provided updates from the Performance and Analytics Department regarding progress towards the development of a 311 system as well as the status and expansion opportunities of other customer service applications such as the Get It Done Pilot Program.
- The committee should to increase the functionality of the City Council's constituent services database Intranet Quorum (IQ) or a competitor product. Opportunities exist to improve communication and timely resolutions to casework, increase public access, automate service status updates, and more.

*Boards and Commissions*

- The committee should continue the work initiated last year to:
  - Improve the appointment process, including standardizing staff support and training for boards and commissions;
  - Explore requesting annual work plans and regular reporting requirements, for example quarterly or semiannual reports;

- Review all the City boards and commissions, including those that are inactive, to ensure they continue to perform their intended functions and service to the City;
- Assess each board and commission based on its function and benefit to either policy making or City operations;
- Look into whether some boards and commissions could be consolidated or reorganized to be more effective, including the consideration of their size;
- Explore ways to standardize staff support;
- Consider training for board and commission members.

Thank you for your consideration of these priorities. If you have any questions please contact my office at (619) 236-6633.

cc:

Honorable Mayor Kevin Faulconer  
Honorable City Attorney Mara Elliot  
Andrea Tevlin, Independent Budget Analyst  
Liz Maland, City Clerk  
Marisa Berumen, Rules Committee Consultant