



OFFICE OF COUNCIL PRESIDENT TODD GLORIA  
CITY OF SAN DIEGO

MEMORANDUM

**DATE:** October 24, 2014

**TO:** Honorable Councilmembers

**FROM:** Council President Todd Gloria

**SUBJECT:** Council Committee Responsibilities

---

The Permanent Rules of Council found in Municipal Code Section 2.2.1 states that, "each standing committee shall have the responsibility for certain subject matters." Each Committee Chair may only docket matters within the subject matter responsibilities of the Committee. As a reminder, please refer to the list below for the responsibilities under the purview of each standing committee as outlined within the Permanent Rules of Council and the Charter.

**6.10.1. The Committee on Economic Development and Intergovernmental Relations:**

- Intergovernmental Relations
- Airports
- Port District
- Interagency and Bi-national Agreements
- Workforce Development
- City-wide Economic Development Programs
- Enterprise Zones
- International Trade
- Arts and Culture
- Business Improvement Districts
- City Permits and Regulations
- San Diego Convention Center Corporation
- Economic Development Strategy
- Commercial Marketing District
- Educational Partnerships
- Living Wage
- Foreign Trade Zones
- Open Data
- Civic San Diego
- Prevailing Wage

In addition to the responsibilities listed above, the Committee on Economic Development and Intergovernmental Relations Committee has the following responsibilities as were assigned to the standing committee chaired by the Council President Pro Tem.

- Permanent Rules of Council
- City Charter
- Open Government
- Elections and Ballot Measures
- Annexations
- Boards and Commissions
- Customer Service
- Public Outreach
- Committee Composition and Responsibilities

**6.10.2. The Committee on Smart Growth and Land Use:**

- Planning
- Land Use
- Affordable Housing
- General Plan Amendments
- Transportation Planning
- Transit Services
- Parking Planning
- Land Development Code
- Sale and Lease of Property
- Walkability
- Bicycle Programs
- Community Parking Districts
- Historical Issues/Mills Act
- Community Plans

**6.10.3. The Committee on the Environment:**

- Clean Water Program
  - Water Management and Policy
  - Energy (Solar, Property Assessed Clean Energy Programs, Green)
  - Multiple Species Conservation Program
  - Solid Waste Disposal
  - Recycling
  - Air Quality Standards
  - Hazardous Waste
  - Regional Parks
  - Open Space
  - Public Utilities
  - Golf
  - Utility Undergrounding
  - Franchise Agreements
  - Stormwater Management and Policy
  - Climate Mitigation and Adaption Plan (CMAP)
  - Wastewater Management and Policy
  - Independent Rates Oversight Committee
  - Indirect Potable Reuse/Direct Potable Reuse
  - Recycled Water
  - Graywater
  - San Diego County Water Authority
  - Wildlife Management.
- The committee's responsibility includes programmatic policy matters related to water, wastewater, storm water, and parks.

#### **6.10.4. The committee on Public Safety and Livable Neighborhoods:**

- Police
- Fire
- Neighborhood Parks
- Recreation Programs
- Youth Services
- Senior Services
- Maintenance Assessment Districts
- Community Development Block Grants
- Code Enforcement
- Graffiti Abatement
- Parking Regulations and Enforcement
- Lifeguards
- Veterans Services
- Libraries
- Homeless Services
- Consumer Protection
- Homeland Security
- Volunteerism
- Special Event Permits
- Emergency Medical Services

#### **6.10.5. The Committee on Budget and Government Efficiency:**

- Annual Budget
- Financial Reports
- Fees
- Performance Measures
- Information Technology
- Enterprise Resource Management
- Purchasing and Contracting
- Managed Competition
- Revenue
- Management of City Office Space
- Equal Opportunity Contracting
- San Diego City Employees' Retirement System
- Tourism Marketing District
- Personnel
- Civil Service
- Human Resources Issues

#### **6.10.6. The Committee on Infrastructure :**

- Capital Improvement Program (CIP)
  - Oversight of CIP Streamlining
  - Infrastructure Finance
  - Regional Transportation Improvement Program
  - Asset Management
  - Infrastructure Condition Assessment Monitoring and Implementation
  - Neighborhood Input on Infrastructure Needs and Priorities
  - Stormwater Infrastructure
  - Public Facilities Financing Plans
  - Development Impact Fees
  - Facilities Benefit Assessments
  - Wastewater Infrastructure
  - Water Infrastructure
  - City Facilities
  - Park Infrastructure
  - Multi-Year Capital Improvement Program Plan
  - Transportation Infrastructure
- The committee's responsibility includes individual infrastructure projects related to water, wastewater, storm water, and parks.

#### **Charter 39.1 The Audit Committee :**

- Oversight of the City's Auditing
- Internal Controls
- Any Other Financial or Business Practices
- Directing and Reviewing the Work of the City Auditor

Furthermore, I would like to remind my Council colleagues of the process described in Rule 7.1: Initiation of Resolutions and Ordinances by Councilmembers and Committees, "any member of the Council or a Council committee may initiate a resolution or ordinance by a Request for Council Action. Committee requests for Council action must be germane to the subject matter properly considered by that committee." If initiated, the Council President can refer it to the proper committee. Once referred to a specific committee, the Chair has discretion whether and when to schedule that item, "except that the Chair shall schedule the first standing committee hearing on [the] item within 120 days of referral" (Rule 6.7.4). Please remember and follow these rules as laid out for our legislative process within the Municipal Code as we all aim to create good policy through good process.

If you have any additional questions or concerns regarding which Committee should consider a particular issue, please do not hesitate to contact my Director of Legislative Affairs, Diana Jurado-Sainz, at 619-533-3920 or [juradosainzd@sandiego.gov](mailto:juradosainzd@sandiego.gov) for further assistance.

cc: Honorable Mayor Kevin Faulconer  
Scott Chadwick, Chief Operating Officer  
Andrea Tevlin, Independent Budget Analyst  
Liz Maland, City Clerk  
Libby Coalson, Docket Liaison  
Council Committee Consultants  
Mary Ann Wallace, Committee Consultants Liaison