



## Legislation Text

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### **Discuss the upcoming City Council quarterly update presentation.**

#### BACKGROUND:

The City Council has requested that the Planning and Zoning Commission provide quarterly update presentations to them, with the first presentation occurring on April 3, 2018 (rescheduled from March 20, 2018). The purpose of these presentations is to inform the Council of:

- The mission and goals of the Commission and how that aligns with the Council's guiding principles for the City;
- Items the Commission is currently working on and/or in the future;
- Communicate useful information that the Commission believes is of benefit to the Council;
- Accomplishments; and
- Seek direction from the Council related to any particular items.

Staff has prepared a draft presentation for the Commission's consideration and discussion at their meeting on March 12, 2018. Based upon the direction received from the Commission, Staff will continue to work with the Commission's chairman for any additional presentation refinements.

The City Secretary has provided the attached documents to assist the Commission and staff with preparing the presentation content.

The presentations should be approximately 15 minutes in length, and should address "big picture" items related to the Commission's work.

The presentations will occur during the Council's study session meetings, and will be given by the Commission chairman (or alternate commissioner if the chairman is not available). Other members of the Commission are welcome to attend the Council meeting.

In addition to the April 3, 2018 meeting, the Commission is currently scheduled to provide updates at the following Council meetings (dates subject to change):

- May 1, 2018; and
- August 7, 2018.

These quarterly presentations are in addition to the quarterly luncheons that the Council is hosting with the City's boards and commissions chairpersons.

#### RECOMMENDATION:

Staff recommends the Planning and Zoning Commission provide direction related to possible content to include in the City Council quarterly presentation for April 3, 2018.

#### ATTACHMENTS:

1. Boards and Commissions Council Presentation Guide
2. Draft presentation.