

## FY 2021 /22 – FY 2023/24 SUNSET REVIEW SCHEDULE

\*\* Approved April 19, 2021 \*\*

Originated in: Scottsdale Revised Code	Other
FY 2021/22	Review as Considered Applicable
Building Advisory Board of Appeals - <i>August 2021</i> Board of Adjustment - <i>August 2021</i> Environmental Advisory Commission - <i>October 2021</i> Historic Preservation Commission - <i>January 2022</i> Human Relations Commission - <i>April 2022</i>	Loss Trust Fund Board (in Arizona Revised Statutes) Public Safety Personnel Retirement Board – Police (in ARS) Public Safety Personnel Retirement Board – Fire (in ARS) Personnel Board (in Scottsdale charter)
FY 2022/23	
Human Services Commission – <i>August 2022</i> Judicial Appointments Advisory Board – <i>August 2022</i> Transportation Commission – <i>October 2022</i> Transp Com’n – Paths & Trails Subcommittee – <i>October 2022</i> Airport Advisory Commission – <i>January 2023</i> Veterans Advisory Commission – <i>April 2023</i> Tourism Development Commission – <i>April 2023</i>	
FY 2023/24	
Parks and Recreation Commission – <i>August 2023</i> McDowell Sonoran Preserve Commission – <i>October 2023</i> Development Review Board – <i>January 2024</i> Planning Commission – <i>January 2024</i> Neighborhood Advisory Commission- <i>April 2024</i> Library Board – <i>June 2024</i>	



## CITY AUDITOR

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## SUNSET REVIEW PROCESS

\*\* Approved April 19, 2021 \*\*

### 1. Background information

- a. For each board or commission, its purpose as stated in City Code.
- b. For each board or commission, its Annual Report. Boards and commissions typically approve their annual reports in January; staff representatives submit the approved reports to Mayor's office in February; the compiled annual reports are generally submitted to City Council in March or April.
- c. Other information – as requested by Audit Committee or City Council or deemed relevant by City Auditor or other charter officer.

### 2. Process

- a. Audit Committee is to approve the Sunset Review schedule. The Audit Committee may approve schedule changes as necessary and appropriate. The City Auditor may adjust the review schedule as necessary to balance Audit Committee meeting agendas. Initially, the objective is to systematically review each board and commission once every three years.
- b. City Auditor is to notify the board or commission of the scheduled Audit Committee meeting date, time and location so that the board or commission representative (Chair and/or other designated members) may be present if desired.
- c. City Auditor is to obtain, review and provide to the Audit Committee the background information as noted in 1 above.
- d. Board or commission representative may attend and address the Audit Committee. Staff representative attends to be available for any questions and may address the Audit Committee regarding the purpose and work of the board or commission.
- e. Public comment may be provided to the Audit Committee through various means, including at the scheduled meeting, by written comments, etc.
- f. Audit Committee is to consider whether the board or commission is meeting its purpose, whether the purpose should be maintained or modified, and whether the purpose has been served and is no longer required.
- g. Audit Committee will vote on recommendation to City Council: whether to continue or terminate the board or commission. Any recommendation related to modifying the board or commission purpose would require staff consultation with the City Attorney's office to draft an ordinance for Council review.
- h. City Auditor will write the Council Report for the Audit Committee's recommendation and put it on the City Council agenda for action.

RESOLUTION NO. 8823

A RESOLUTION OF THE COUNCIL OF THE CITY OF SCOTTSDALE, ARIZONA, DIRECTING THE AUDIT COMMITTEE TO DEVELOP A SCHEDULE FOR THE PERIODIC REVIEW OF BOARDS AND COMMISSIONS AND AUTHORIZING THE AUDIT COMMITTEE TO REVIEW BOARDS AND COMMISSIONS PURSUANT TO THE ESTABLISHED SCHEDULE AND MAKE RECOMMENDATIONS TO THE COUNCIL REGARDING THE CONTINUATION OR TERMINATION OF THE BOARDS AND COMMISSIONS REVIEWED.

WHEREAS, pursuant to Ordinance Nos. 2236, 2304, 2480 and Division 6 of Chapter 2, Article III of the Scottsdale Revised Code, Section 2-118, the City Council established the Audit Committee to consult with the City Auditor regarding technical issues, to work to assure maximum coordination between the work of the City Auditor and the needs of the City Manager and other charter officers and to perform other duties as required or directed by the City Council; and

WHEREAS, the City Council desires to establish a schedule for the periodic review of the City's boards and commissions to determine whether the boards and commissions are meeting their intended purpose and whether to continue or terminate such boards and commissions;

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Scottsdale, as follows:


Section 1. The City Council hereby authorizes and directs the Audit Committee to perform the following duties pertaining to the City's boards and commissions:

- a) Develop a schedule for reviewing the City's boards and commissions;
- b) Review the City's boards and commissions in accordance with the established schedule;
- c) Evaluate whether each board and commission reviewed is serving its intended purpose; whether the purpose of each board and commission should be maintained or modified; and whether the purpose of each board and commission has been served or is no longer required; and
- d) Submit to the City Council its recommendations regarding whether to continue or terminate each board and commission reviewed.

Section 2. Notwithstanding Section 1 of this Resolution, the City Council may terminate a board or commission at any time.

PASSED AND ADOPTED by the Mayor and Council of the City of Scottsdale this 13<sup>th</sup> day of September, 2011.

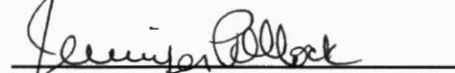
ATTEST:

  
\_\_\_\_\_  
Carolyn Jagger  
City Clerk

CITY OF SCOTTSDALE, an  
Arizona municipal corporation

  
\_\_\_\_\_  
W.J. "Jim" Lane  
Mayor

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Bruce Washburn  
City Attorney  
By: Jennifer Pollock  
Assistant City Attorney