

To	Evan Raleigh, Assistant City Manager
From	Louis M. Buonpane, City Clerk
Department	City Clerk's Office
Date	July 1, 2025
Subject	Special Committee on Council Advisory Boards and Commissions – Summary of Recommendations

During the March 18 City Council meeting, the City Council established a temporary Special Committee on Council Advisory Boards and Commissions to carry out a review on various matters related to the function and operation of the City's advisory boards and commissions. Subsequently, the Committee convened on multiple occasions for deliberation and is recommending the following items for the full Council's consideration of approval, to be effective January 1, 2026:

- Adoption of the attached standardized bylaws template for all advisory boards and commissions and authorization for staff to work with each board to draft new bylaws utilizing the template, to return to Council for final approval.
- Adoption of the attached City Council Liaison Role Guidance document.
- Direct staff to draft an ordinance renaming the Fair Housing Hearing Board to the Fair Housing Advisory Board.
- Authorize the reorganization of the following advisory boards or commissions, with the eventual combined total number of seats for each board to be determined at a future date. The primary avenue of achieving final advisory board membership will result from natural attrition as terms expire and/or vacancies occur.

Parent Board	Reorganized Composition	Temporary New Board Size (Prior to Natural Attrition)
Historical Resources and Museum Advisory Board	Historical Resources and Museum Advisory Board, Historic Cemeteries Advisory Board	19 Total (12 HRMAB, 7 HCAB)
Human Relations Commission	Human Relations Commission, Hispanic and Immigrant Affairs Board, Substance Use Advisory Commission, African American Affairs Board	42 Total (16 HRC, 17 HIAB, 9 SUAC, N/A AAAB)
Raleigh Transit Authority (Renamed to "Transit and Mobility Advisory Commission)	Raleigh Transit Authority, Bicycle and Pedestrian Advisory Commission, Mayor's Committee for Persons with Disabilities	36 Total (11 RTA, 12 BPAC, 13 MCPD)

\*For the above reorganizations, former standalone boards will become standing subcommittees of the new parent board. Subcommittee membership will be established by self-selection of existing/appointed members of the newly reorganized parent board.

*Continued to next page*

- Authorize staff to draft ordinances and/or resolutions reflective of the above reorganizations, to be considered for adoption by the full Council at a future date.

Additionally, the Committee recommends providing a future forum to receive public comment. As a result, Council may wish to consider a pause in taking action on advisory-board related activity such as approval of annual work plans and appointments/nominations.

Attached for consideration is the June 18 staff presentation, which highlights various other administrative actions.