



CITY OF CAMBRIDGE 4

OFFICE OF THE MAYOR

David P. Maher
Mayor

TO: City Clerk Donna Lopez
FROM: Mayor David Maher
DATE: 1/29/14

Please place the attached communication regarding the Ad-Hoc Committee on Communications and Reports from Other City Officers for the meeting of Monday, February 3.

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OFFICE OF THE CITY CLERK
CAMBRIDGE, MASSACHUSETTS



CITY OF CAMBRIDGE

OFFICE OF THE MAYOR

David P. Maher
Mayor

1/29/14

Dear Colleagues-

I would like to thank Councillor Simmons and Councillor Toomey for co-chairing the Ad-Hoc Committee reviewing City Council committees. I also want to thank the members of the committee, Councillor Kelley, City Clerk Donna Lopez, Executive Secretary to the City Council Sandra Albano, former City Clerk Margaret Drury and City Solicitor Nancy Glowa for her legal guidance.

The committee focused their discussion on the following:

- The number and scope of City Council committees
- The number of members on each committee.
- The issue of instituting quorums for committees.

I am recommending that the Council adopt the attached draft of the changes to the City Council Rules #26 relating to committees.

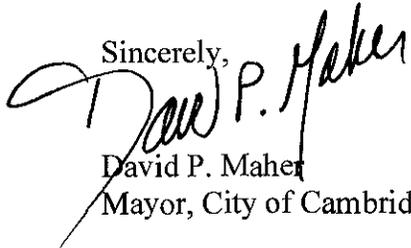
As a result of these changes the overall number of committees will be reduced from seventeen to eleven, membership will be increased on several committees and we would begin to require quorums for all committee meetings.

The Ad-Hoc Committee also looked at the issue of late resolutions. I am recommending to the Council a change to the rules that would eliminate the need for suspension of the rules to submit a late resolution if filed after the meeting agenda is closed on Thursdays but filed before resolutions are voted at the meeting.

The issue of late policy orders was discussed by the Ad-Hoc Committee and needs further discussion. My recommendation is to refer the issue to the Government Operations Committee. In the meantime, I am urging my colleagues to refrain from submitting late policy orders, unless the matter is urgent or time sensitive. If a member is submitting a late policy order a copy of the order should be given to Sandra Albano who will insure proper distribution to the City Council, the City Clerk, and the public.

Please be advised that these proposed changes need to be placed on the Calendar under Unfinished Business for a period of at least seven days before the Council takes final action. Thank you to all my colleagues for their patience as we continue to work through this process.

Sincerely,


David P. Maher
Mayor, City of Cambridge

The standing committees of the City Council shall be as follows:

ORDINANCE COMMITTEE – A committee of the whole consisting of the Mayor and eight City Councillors – the quorum shall be three members.

Purposes

- To consider the merit of any ordinance presented to the City Council and to consider the form and legality thereof;
- To consider all legal matters for which no other provision is made; and
- To represent general interests of the city before committees of the General Court when so authorized by a vote of the City Council.

FINANCE COMMITTEE – A committee of the whole consisting of the mayor and eight City Councillors – the quorum shall be three members.

Purposes

- To consider all matters relating to the financial interests of the city, including the city budget, sources of city revenue, appropriations and loans, and city bonding capacity;
- To work with the City Manager and other officers of the city for the financial benefit the city; and
- To work with citizen groups and committees that might be formed from time to time to consider the financial health of the city.

GOVERNMENT OPERATIONS, RULES AND CLAIMS COMMITTEE - A committee of five City Councillors – the quorum shall be two members.

Purposes

- To consider matters relating to the effective delivery of city services, the functions and operation of city government and city departments; and to consider the rules of the City Council and its committees and to recommend amendments and changes thereto;
- To consider matters relating to the hiring and evaluation of employees who report to the City Council;
- To consider claims that have been filed against the city.

ECONOMIC DEVELOPMENT AND UNIVERSITY RELATIONS COMMITTEE
– A committee of five City Councillors – the quorum shall be two members.

Purposes

- To consider all issues regarding the relationship between the city, educational institutions, and other partners within the city, to develop policies and programs that will enhance economic development in the city and expand employment opportunities for Cambridge residents;
- To develop policies that will facilitate the regular and timely exchange of

- information between institutions, partners in the community, and the city administration and City Council, and monitor implementation;
- To review and evaluate agreements between the city and institutions for payments made by institutions in lieu of property taxes, develop policies to ensure that the agreements are fair and equitable, and monitor implementation;
 - To monitor and improve existing employment programs.

HOUSING COMMITTEE - A committee of five City Councillors – the quorum shall be two members.

Purposes

- To develop policies for the maintenance and development of housing, with an emphasis on the needs of low income and working people;
- To coordinate with city and other agencies as necessary toward this goal;
- To monitor implementation.

CIVIC UNITY COMMITTEE - A committee of four City Councillors – the quorum shall be two members.

Purposes

- To promote civic unity
- To consider matters relating to the civil rights, human rights, race and class relations and other aspects of civic unity in the City of Cambridge;
- To work with city and other agencies that deal with these issues;
- To respond to incidents or concerns that are brought to the attention of the City Council relating to civil and human rights, race and class relations and other aspects of civic unity and to bring in the appropriate agencies, departments or legal services to assist in responding to such incidents; and
- To develop needed policies and legislation in this area.

HEALTH AND ENVIRONMENT COMMITTEE - A committee of four City Councillors – the quorum shall be two members.

Purposes

- To consider and monitor matters relating to the health of the citizens of Cambridge and to improve city policies relating to health programs;
- To consider matters relating to the physical environment of the city including without limitation issues relating to air and water quality, solid and hazardous waste, visual quality and the environmental impact of development and the sustainability of our physical environment.

HUMAN SERVICES COMMITTEE AND VETERANS' COMMITTEE - A committee of four City Councillors – the quorum shall be two members.

Purposes

- To develop and support policies assuring a broad human service delivery system to be provided by the city, other levels of government, and non-profit and private agencies for children, youth, families, single adults and senior citizens of all backgrounds;
- To study policies, overall planning, and the delivery of human services to Cambridge people;
- To make recommendations to the City Council to improve the scope and quality of these services and to locate new sources of funding;
- To consider all matters affecting veteran services and benefits of the City.

NEIGHBORHOOD AND LONG TERM PLANNING, PUBLIC FACILITIES, ART AND CELEBRATIONS COMMITTEE - A committee of four City Councillors – the quorum shall be two members.

Purposes

- To enhance the quality of life in Cambridge as it relates to the livability of neighborhoods, public art and art projects, and public celebrations;
- To consider all matters relating to land use planning, sustainability, open space, public facilities and public buildings, industrial and commercial development, especially as they relate to linkage and neighborhood protection, and other long range planning;
- To consider matters related to the appearance of squares and neighborhoods of the city and their upkeep, and public planting.

PUBLIC SAFETY - A committee of four City Councillors – the quorum shall be two members.

Purposes

- To consider all matter affecting the public safety of Cambridge citizens; and
- To review matters relating to the performance, organization, and effectiveness of the police and fire departments, the Inspectional Services Department as it relates to public safety issues, and the Police Review Board.

TRANSPORTATION AND PUBLIC UTILITIES COMMITTEE - A committee of four City Councillors – the quorum shall be two members.

Purposes

- To consider and recommend to the City Council policies on matters affecting transportation, traffic and parking;
- To monitor transportation proposals and services of all kinds which affect Cambridge;
- To develop policies which promote a multi-modal and environmentally friendly traffic and transportation program which will balance the needs of residents and employees at a minimal cost to the environment.
- To consider issues relating to utilities and telecommunications, and consumer protection issues related therein.