

Source: *Head*

TO: City Council
 FROM: City Manager and Staff *Rif*
 DATE: July 27, 2009
 RE: Citizens Police Review Board Application Process

FISCAL NOTES:

City Fiscal Impact	
Enter all that apply:	
\$0	City's current net FY cost.
\$0	Amount of Funds Already appropriated
\$0	Amount of budget amendment needed
\$0	Estimated 2 yr net costs:
\$0	One-time
\$0	Operating / On-going
Program Impact:	
N	New program/ agency (Y/N)
N	Duplicates/expands an existing program (Y/N)
N	Fiscal impact on any local political subdivision (Y/N)
Resources Required:	
N	Requires add'l FTE personnel? (Y/N)
N	Requires additional facilities? (Y/N)
N	Requires additional capital equipment? (Y/N)
Mandates:	
N	Federal or state mandated? (Y/N)

EXECUTIVE SUMMARY:

Council passed an ordinance establishing the Citizens Police Review Board on July 20, 2009 and eight of the nine members are to be appointed by the City Council. The ordinance indicates the authority of the Board to review appeals from the Police Chief's decisions on alleged police misconduct can apply to decisions made by the Police Chief after January 1, 2010, so it would be helpful to have members appointed and trained by January.

DISCUSSION:

Staff also suggests the following:

- Using the same application as used for all other boards and commissions.
- Issuing a press release that provides a description of the board, the membership requirements and the application process. The press release could be issued on August 4 or soon after.
- An application deadline of 12:00 noon on Friday, September 4, 2009. This date coincides with the application deadline of other boards and commissions that have vacancies.

The applications received will be forwarded to Council and Council will determine whether interviews are needed. If interviews are deemed necessary, Council will need to determine which applicants to interview and when to conduct those interviews.

Appointments could be made at the September 21, 2009 Council meeting if the Council decides not to conduct interviews. If Council decides to conduct interviews, the appointment date would be dependent on the interview date. The earliest appointment date if interviews are conducted would be October 5, 2009.

FISCAL IMPACT:

No fiscal impact expected in issuing press release and collecting applications.

SUGGESTED COUNCIL ACTIONS:

Approval of the process identified above.