

City Council Meeting Handouts

October 16, 2023

- I. City Council Goals – 2023-2025 Term
- II. Remote City Council Meeting Policy
- III. Strategies to Promote Public Engagement and Involvement



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City of Richardson 2023-25 Statement of Goals Briefing

City Council Meeting: October 16, 2023



Introduction/Process Overview

- Overall process began ten years ago
- Council refresh roughly every two years
- This years process
 - Developed draft session goals and agenda
 - Meet with Councilmembers 1 on 1 to review goals and agenda
 - Councilmembers asked to complete a survey prior to goal planning session indicating desired changes to plan elements
 - Session conducted on 9/16/23
 - Summary of plan was delivered 9/20/23 – detail in the following slides



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Role of Council



Role of Council – Proposed New Draft

The role of the Council is to be responsible, ethical, transparent, and resourceful advocates of the City. We communicate with, seek input from, and provide a voice for residents and all stakeholders. We set policies and develop strategies that will ensure transparency and enable us to achieve our vision.

The Council supports City Staff by providing the resources, direction, and guidance that enables the City Manager to implement the operational and tactical aspects of our Vision, Goals and Strategies.



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Rules of Engagement



Rules of Engagement – Proposed New Draft

The Council will work to achieve a result that is in the best interest of our residents and all stakeholders. We will strive to keep our discussions relevant and productive and will be supportive of all council decisions. While executing our duties, the Council will interact with each other, staff, and stakeholders:

- Respectfully
 - We are willing to listen to and recognize the potential value of differing ideas and opinions in a non-partisan manner
- Professionally
 - We are Punctual, Focused, Present, and Prepared. We are fair, impartial, and unbiased when voting on actions
- Efficiently
 - We value City resources and the time of others, and we will work to limit interruptions and distractions

We agree to use these rules to hold each other accountable



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Vision



Vision Statement – Proposed Version

Richardson is recognized and studied for being a well-run, professionally managed, forward-looking city, and for our ability to create a clean, safe, vibrant, diverse and inclusive community in which residents and all stakeholders enjoy high-quality amenities, arts, and entertainment.

- Residents and visitors value our accessibility, the quality and variety of our city services, recreational opportunities, green spaces, housing, educational opportunities, retail choices, and transportation options
- We have a thriving, diverse business community whose success is supported by a superior infrastructure, access to a talented, well-educated, and engaged workforce, a business-friendly environment, and easy access to the North Texas region



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Goals



Proposed Balanced Scorecard Goals

- To effectively, efficiently, and transparently manage city resources while maintaining and enhancing city services
- To have residents and all stakeholders choose Richardson as the best place to locate, contribute, and engage
- To have clear, effective, efficient, continuously improved, and consistently applied processes and policies that make it easy for residents, employees, and all stakeholders to interact with the City
- To have well-trained, engaged, and innovative employees who deliver an exceptional customer experience while working in a safe, inclusive, and equitable environment



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Strategies



Proposed New Key Strategies

- Attract, develop, and retain high-quality, innovative employees
- Document and continuously improve business processes
- Improve access, usability, and user experience with policies, processes, and procedures
- Promote an innovative approach to business processes
- Ensure systems are safe and secure
- *Continue to explore unique opportunities to attract and retain residents and all stakeholders*
- *Promote economic development that benefits the whole city*
- Promote avenues for public engagement and input
- Work to maintain a balance between responsible neighborhood integrity and the regulatory environment
- Leverage our regional leadership position to positively impact County, State and Federal issues
- Maintain strong fund balance and bond rating
- Value, protect, and create a positive return on City, resident, and other stakeholder investments in the City
- Leverage county, state, and federal opportunities



Next Steps

- A resolution formally adopting 2023-25 Statement of Goals will be on the City Council's October 23 Agenda
- Communication plan to share the Statement of Goals to immediately follow
- A complete list of proposed tactics for each strategy will be presented to City Council in November

Policy Discussion for Remote Council Meeting Participation

Council Meeting

October 16, 2023

Overview



Texas State Law



Peer Review



City Capabilities



Council Policy
Discussion

Texas State Law

Texas Open Meetings Act (TOMA) allows use of videoconferencing technology so members can participate in meetings remotely.

Texas state law regarding remote participation by city council members for public meetings is contained in Texas Government Code Section 551.127.

- Law allows city council members to participate in public meetings remotely by means of a videoconference call, provided certain conditions are met:

Texas State Law



Council meetings using video conferencing must meet the same notice requirements as in-person meetings, and all other open meeting requirements.

Notice must specify the location as being the place where a quorum of the governmental body will be physically present.



A quorum of the governmental body must be physically present at the meeting location.



Each portion of a meeting held by videoconference call shall be visible and audible to the public.

Texas State Law



The face of each participant in the videoconference call, while that participant is speaking, shall be clearly visible, and the voice audible, to each other participant and, during the open portion of the meeting, to the members of the public in attendance.



The audio and video signals perceptible by members of the public at each location of the meeting must be of sufficient quality so that members of the public at each location can observe the demeanor and hear the voice of each participant in the open portion of the meeting.



A member of a governmental body who participates in a meeting by videoconference call shall be considered absent from any portion of the meeting during which audio or video communication with the member is lost or disconnected.

Peer Review

<u>Municipality</u>	<u>Video Conferencing Utilized</u>
• Allen	No (used during COVID)
• Arlington	Yes
• Carrollton	No (used during COVID)
• Dallas	No (used during COVID)
• Fort Worth	Yes
• Frisco	No
• Garland	Yes
• Grand Prairie	Yes (no policy)
• Irving	No (used during COVID)
• Mesquite	No (used during COVID)
• McKinney	No (used during COVID)
• Plano	Yes (no policy)



Peer Review

- A council member may only remotely attend council meetings held in the council chamber.
- A council member may only remotely attend one public meeting per calendar year; however, the Mayor may allow a council member to remotely attend additional meetings for good cause.
- The mayor, or council member acting as the presiding officer, must attend the meeting in person.
- Notification of remote participation must be made at least one week prior to the meeting.
- Notification of remote participation must be made to the city secretary.

Peer Review

- During any executive session or closed meeting, to protect confidentiality and preserve attorney-client privilege, the council member participating remotely by means of videoconference must safely prohibit all audio and video communication from being seen, heard or recorded.
- Members desiring to participate remotely are responsible for ensuring that they have the equipment and connectivity to make the connection.
- No more than two members may videoconference at any one time. Requests to videoconference will be on a first-come/first-served basis.
- Members of boards, commissions, and committees may not remotely attend meetings.

Recommendations

- City Council meetings that involve videoconference participation by one or more City Council members shall be conducted in compliance with state law.
- Remote participation shall be limited to meetings in the Council Chamber.
- Attendance for remote participation shall be for good cause (sickness, work, family care).
- Requests for remote participation should be made to the City Secretary as early as possible.
- No more than two members may videoconference at any one time. Requests to videoconference will be on a first-come/first-served basis.
- The mayor, or council member acting as the presiding officer, must be physically present where the quorum of the meeting is located.

Recommendations

- Member(s) desiring to participate remotely are responsible for ensuring they have the equipment and connectivity to make the connection.
- The City Council meeting will not be paused or adjourned due to technical issues hindering participation of the member(s) participating remotely.
- During any executive session or closed meeting, the council member(s) participating remotely by means of videoconference must safely prohibit all audio and video communication from being seen, heard, or recorded.
- Only City Council members are allowed to remotely attend meetings; the presiding officer may allow staff to attend remotely for good cause.
- Members of boards, commissions, and committees may not remotely attend meetings.

City Capabilities

- Upon policy approval:
 - Council Chamber will be designed to meet state requirements
 - Will use regular teleconferencing software like Teams or Zoom
 - Will work with Council iPads

City Council
Policy
Discussion

Board Creation Discussion

City Council Meeting

Oct. 16, 2023

City Council Tactic

- Explore the creation of a board to celebrate and promote diversity, inclusion, accessibility, etc.

Overview

Background

Approach

Examples

Discussion



Background

- Richardson is home to a diverse population, with residents from various racial and ethnic backgrounds and different abilities.
- Richardson has a significant international community, with a growing number of immigrants from countries such as India, China, Vietnam, Korea, and other nations.
- Richardson is home to international corporations and tech companies that attract a diverse workforce.
- Richardson is known for its strong educational institutions, including the University of Texas at Dallas, which attracts a diverse student body from around the world.

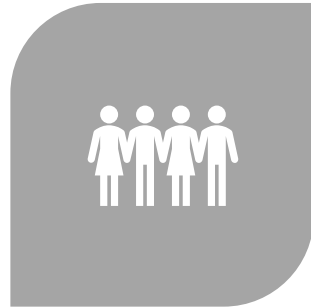
Background

- Richardson celebrates its cultural diversity through various events and festivals that feature a wide range of artistic and musical performances reflecting different cultural influences.
- Richardson is home to a variety of places of worship representing different religious denominations and faiths, making it a welcoming place for people from various religious backgrounds.
- Richardson is also home to a large senior population and support organizations focused on disability services.
- The city actively promotes inclusivity and community engagement, with everyone.

Staff Recommended Approach



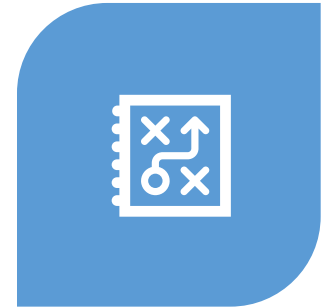
ESTABLISH A CLEAR
PURPOSE AND CHARGE



RECRUIT DIVERSE
MEMBERS



PROVIDE TRAINING
AND SUPPORT



DEVELOP A STRATEGIC
PLAN



ESTABLISH A CLEAR
PURPOSE AND CHARGE



Target of Tonight's Briefing

- Define the **Role**
- Develop Specific **Goals**
- Determine Main **Objectives**

Peer Examples

- City of Plano, TX
- City of Allen, TX
- Concord, MA
- Clackamas County, OR
- Dublin, OH
- Arlington, TX

Example: Plano, TX

Multicultural Outreach
Roundtable (MCOOR)

- Founded in 2005
- Mission:
 - Assist groups of different backgrounds to gain knowledge of the City government,
 - Encourage amity, understanding, unity and collaboration among citizens,
 - Encourage and facilitate communication between the City Council and diverse groups, and
 - Provide recommendations to the city government on matters relating to the cultural diversity and heritage.
- Informal group that meets second Tuesday of every month.

Example: Allen, TX

Community Engagement
Advisory Board

- Ad hoc committee in April 2021 to explore ways to enhance diversity, equity, and inclusion.
- Their findings coalesced into four themes:
 - Listening,
 - Connection,
 - Education, and
 - Continued citizen involvement through creation of a permanent board.
- Created in July 2022; Council-appointed members meet quarterly and advise on matters related to community engagement, outreach programs, and special events.

Example: Concord, MA

Diversity, Equity, and
Inclusion Commission

- Established in 2021
- Mission:
 - Increase cooperation, understanding, and dialog among residents of diverse cultural, religious, socio-economic, racial and ethnic backgrounds, and
 - Promote inclusion throughout the town.
 - Commission also facilitates learning, understanding, and unity.
 - Conduct community surveys
 - Host Community Series to create forum for topical issues (monthly)
- Council-appointed members meet monthly

Example: Clackamas County, OR

Employee-led Equity, Diversity
and Inclusion Council (EDIC)

Community-based Leaders for
Equity, Diversity and Inclusion
Council (LEDIC)

- Adopted a resolution in 2012 valuing diversity and affirmed support for two councils:
 - EDIC (ADA, internal support)
- LEDIC Mission:
 - Examine county processes,
 - Recommend and facilitate change,
 - Foster equity of services and greater inclusiveness,
 - Develop leadership from diverse communities, and
 - Increase community participation.
- Council-appointed members meet monthly and advise on state legislative matters, community partnerships, and support special events.

Example: Dublin, OH

Chief's Advisory Committee

Community Inclusion
Advisory Committee

- Formed task force in 2020 to advise on ways to combat and prohibit social injustice, inequity, intolerance, negative stereotyping and discrimination.
- Led to creation of Chief's Advisory Committee & Community Inclusion Advisory Committee:
 - Police Mission
 - Solicit community feedback,
 - Review policies and procedures, and
 - Support department's efforts in community outreach and engagement.
 - Community Mission
 - Advises Council and reviews policies through inclusive lens.
- All are Council-appointed members and meet monthly.

Example: Arlington, TX

Unity Council

- The Arlington City Council created the Unity Council on June 23, 2020.
- In February 2021, the Unity Council presented a plan to:
 - Establish a permanent task force to engage residents, organizations, and institutions on matters regarding race, ethnicity, and other forms of diversity,
 - Monitor city departmental equity and equality efforts, and
 - Advance unity through communication, education, and programming.
- Full-time Chief Equity Officer position created
 - Oversees planning, development and administration of diversity, equity and inclusion engagement initiatives.
- Council-appointed members meet as-needed to make additional recommendations.

Example Purpose: Richardson

- The committee shall serve as the advisory board to the City Council and City management in matters involving community engagement and interaction.
- The committee is charged with promoting harmony, education on diversity, and constructive collaboration amongst all diverse communities.

Discussion Questions

- Which charge(s) align with the Council's view? (OBJECTIVE)
- Which examples resonate most? (GOAL)
- Are there any elements or features that we should avoid? (ROLE)

Next Steps

- Prepare a draft purpose and charge for the committee based on Council's feedback tonight
- Prepare committee framework for Council's consideration
- Finalize timeline for committee member recruitment, training and development of strategic plan

Discussion