



**CITY OF ALBUQUERQUE
CITY COUNCIL**

INTEROFFICE MEMORANDUM

TO: All Councilors

FROM: Julia Coulloudon, Senior Associate Counsel

SUBJECT: Appointment of Stephen Chavez to the Public Boards, Commissions, and Committees Advisory Task Force

DATE: May 19, 2025

Per ROA 1994, Section 2-6-1-8:

“The Public Boards, Commissions, and Committees Advisory Task Force ("Task Force") is hereby established to review the City's Boards, Commissions, and Committees annually. The Task Force is an advisory board and shall evaluate their effectiveness, structure, and compliance with current policies and recommend any necessary amendments to the City Council and the Mayor.

(A) The Task Force shall consist of four City employees with two-year terms, appointed as follows:

- (1) Two members appointed by the Council; and
- (2) Two members appointed by the Mayor.”

The Task Force is charged with reviewing one-third of the City's Boards, Commissions, and Committees each year to ensure effective functioning and governance. The Task Force shall prepare a report of its findings and recommendations, including any proposed ordinance amendments, and submit the report to the City Council and Mayor by December 31 of each year. The task force shall convene its first meeting within forty-five (45) days after all appointments have been made. Following its initial meeting, the Task Force shall meet at least once annually.

This OC appoints the following individual to one of the open the City Council positions on the Task Force:

Stephen Chavez