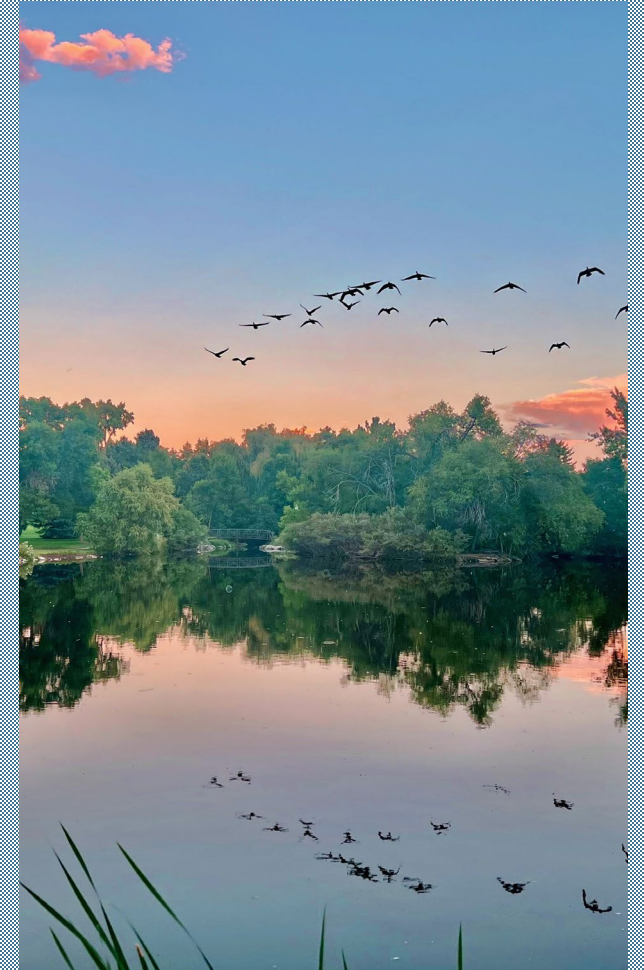


REVIEW OF BOARDS & COMMISSIONS FOCUS AND PROTOCOLS

October 14, 2025



BACKGROUND

- April 2023 Council Retreat
- December 5, 2023 Study Session
- February 6, 2024 Ordinance 02-2024
passed, consolidating some boards and
setting consistencies

CURRENT BOARDS AND COMMISSIONS

Name	Type	Number of seats up for appointment in 2026
Appeals & Adjustment Commission	Quasi-judicial / Ongoing	2
Arts & Culture Board	Advisory / Ongoing	4
Capital Improvement Sales Tax Board	Advisory / Ongoing	5 (to be appointed from existing board members)
Charter Review Committee	Advisory / Term-Limited	N/A
Election Commission	Advisory / Ongoing (required by the City's Charter)	2
Environmental Stewardship Board	Advisory / Ongoing	3
Historical Preservation Commission	Quasi-Judicial / Ongoing	2
Licensing Commission	Quasi-Judicial / Ongoing	1
Next Generation Advisory Board	Advisory / Ongoing	4
Planning Commission	Quasi-Judicial / Ongoing	2
Transportation & Mobility Board	Advisory / Ongoing	3

BOARDS AND COMMISSIONS RECRUITMENT PROCESS

Recruitment process to fill annual vacancies

- On, or soon after, December 1 of each year, the City Clerk places on the website and in the local paper, the Littleton Independent, notice of upcoming vacancies for *all* city boards and commissions (this includes SMHO and LDDA)
- Application process is open until midnight on January 31
- City Clerk schedules interviews for *all* applicants over two to three nights (tentatively scheduled for February 24 and 25, 2026 with an option for either Monday the 23rd or Thursday the 26th, depending on number of applicants)
- Reminder that our City Code (2-2-3(B)(3)) allows that Council establishes the applicant review procedure, which may vary from year to year.
- Future term-limited bodies, CRC for example, could be handled in the same manner (by application and review) as all other Council-appointed bodies.
- Other Council considerations regarding recruitment and fulfillment of boards and commissions.

QUESTIONS?