

INDIAN WELLS CITY COUNCIL

October 16, 2025



To: City Council
From: City Manager Department
Prepared by: Angelica Avila, City Clerk
Subject: **Governance Ad Hoc Committee Update**

RECOMMENDED ACTIONS:

Council **RECEIVES** and **FILES** informational Governance Ad Hoc Committee Update; and

FINDS the project to be exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Section 15060.

DISCUSSION:

As part of the City Council's strategic discussion held on April 16, 2025, the Governance Ad Hoc Committee ("Ad Hoc Committee") was formed to review and recommend updates to various city processes and policies. The purpose of the Committee is to enhance transparency, improve operational efficiency, and ensure alignment with the City Charter.

The Ad Hoc Committee met on September 18, 2025, to begin its review and discussion of several governance-related topics. The Ad Hoc Committee discussed a range of governance-related topics, including Council procedures, greater use of Charter authority, committee appointments, and public engagement protocols.

The Ad Hoc Committee conducted a comprehensive review of various sections of the Council Policy. One key recommendation involves amending the process by which Council Members place items on the agenda. Under the current policy, Council Members must request the City Manager to add items. The proposed amendment would streamline this process by taking that step, allowing Council Members to place items directly. This change is included in the Policy updates for the October 16 Council meeting.

Additionally, the Ad Hoc Committee reviewed the procedures for Proclamation and Certificate requests. Presently, the Mayor reviews and authorizes these requests on behalf of the City and Council. Staff have been directed to draft a formal policy for Committee review, which will include clear guidelines and eligibility criteria for issuing proclamations and certificates.

Other topics discussed included:

- The ordinance adoption process;
- The selection process for Council assignments to various internal and external committees;
- Rules of conduct and associated penalties, particularly as they relate to the resident benefit card;
- Attendance of Councilmembers to other internal committees or commission meetings; and
- Review of previous citywide ballot measures.

The Committee and staff will continue to provide updates and additional information as these items progress.

CITY COUNCIL STRATEGIC GOAL:

The Governance Ad Hoc Committee's policy review reflects the Council's dedication to good governance and its mission to serve the community with transparency, accountability, and continuous improvement. By refining internal processes from agenda item placement to ceremonial recognition, the Council is taking meaningful steps to ensure policies remain effective, inclusive, and aligned with community values. These efforts demonstrate a proactive approach to strengthening civic engagement and enhancing the quality of life in Indian Wells.

FISCAL IMPACT:

There is no fiscal impact.

CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA):

This action has been reviewed per the authority and criteria contained in the California Environmental Quality Act (CEQA), the State and local CEQA Guidelines, and the City's environmental regulations. The City, acting as the Lead Agency, determined that this resolution is not subject to CEQA pursuant to Sections 15060(c)(2), 15060(c)(3), and 15061(b)(3) of the State CEQA Guidelines, because it will not result in a direct or reasonably foreseeable indirect physical change to the environment as there is no possibility that the action would result in a significant environmental impact, and because it does not constitute a "project" as defined in Section 15378 of the State CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3.