



MEMORANDUM

TO: City Council

FROM: Jessica Matson, Legislative & Information Services Director/City Clerk

BY: Sarah Lansburgh, Deputy City Clerk/Communications Coordinator

SUBJECT: Consideration of Council Appointments to Various City Commissions, Boards, and Committees

DATE: January 24, 2023

SUMMARY OF ACTION:

Approval of appointments to the various City Commissions, Boards, and Committees as recommended by the Council.

IMPACT ON FINANCIAL AND PERSONNEL RESOURCES:

There is no fiscal impact and minimal staff impact associated with preparing the staff report for this action.

RECOMMENDATION:

Approve the appointments to the various City Commissions, Boards, and Committees, as set forth in the attached lists.

BACKGROUND:

Pursuant to Council policy, the Mayor and each Council Member shall recommend one representative to each respective Commission/Board/Committee, subject to approval by a majority of the Council. With the exception of filling unscheduled vacancies, this process occurs every two years following an election. Members of each respective Commission/Board/Committee shall serve for a term ending the January 31st following the expiration of the term of the respective appointing Mayor or Council Member. All Commission, Board, and Committee members serve at the discretion of the Council.

In October 2022, City Council adopted an updated City Council Handbook which included the addition of the Community Service Grant Program (CSGP) Committee. This Committee consists of five members recommended by individual Council Members and is appointed by the full City Council. The term of the appointment coincides with the term of the appointing Council Member.

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The current list of City Commissions, Boards, and Committees, collectively referred to as Advisory Bodies, is as follows:

- Architectural Review Committee (ARC)
- Community Service Grant Program Committee (CSGC)
- Downtown Parking Advisory Board (DPAB)
- Planning Commission
- Tourism Business Improvement District Advisory Board (TBID) *(Individual Council Members do not recommend appointment of TBID Board Members)*

ANALYSIS OF ISSUES:

After each election year, the City Council makes appointments and/or reappointments to the various Commissions, Boards, and Committees. On January 31, 2023, there will be several City Commission, Committee, and Board Members whose terms will be expiring. Additionally, Council Members need to appoint members to the CSGP Committee, added to the City's Advisory Body list in October 2022. Traditionally, the Mayor and Council Members are responsible for reviewing active applications on file, seeking new applicants, or reappointing current members to serve another term, as appropriate.

Mayor Ray Russom and Council Members Guthrie and Secret have reviewed applications for individuals interested in serving on the various Commissions, Boards, and Committees, and are recommending the appointment or reappointment of the individuals listed in Attachment 1. As of the date of this report, the ARC, CSGC, and DPAB will have vacancies until review and consideration of Advisory Body applications has been completed and a recommendation is made at a future City Council meeting. Those vacancies are shown in Attachment 1.

Additionally, Mayor Pro Tem Barneich is recommending appointment of Bruce Berlin to the Planning Commission due to the vacancy created by Council Member Guthrie's election to the City Council. Council Member Guthrie was Mayor Pro Tem Barneich's prior appointee to the Planning Commission. Bruce Berlin is currently Council Member George's appointee to the Architectural Review Committee (ARC). Appointment of Bruce Berlin to the Planning Commission will create a vacancy on the ARC.

ALTERNATIVES:

The following alternatives are provided for the Council's consideration:

1. Approve the recommended appointments and/or reappointments set forth in Attachment 1;
2. Modify and approve appointments and/or reappointments to the various Commissions, Committees, and Boards;
3. Do not approve the recommended appointments and/or reappointments; or
4. Provide other direction to staff.

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ADVANTAGES:

These appointments will provide City representation on the various City Commissions, Boards, and Committees. The proposed appointments are consistent with past practice.

DISADVANTAGES:

No disadvantages are identified as long as the appointments reflect the desired representation by the City Council on these Commissions, Boards, and Committees.

ENVIRONMENTAL REVIEW:

No environmental review is required for this item.

PUBLIC NOTIFICATION AND COMMENTS:

The Agenda was posted at City Hall and on the City's website in accordance with Government Code Section 54954.2.

Attachments:

1. Recommended Appointments
2. Advisory Body Applications