



MEMORANDUM

TO: City Council

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

BY: Julie Hawkins, Deputy City Clerk/Communications Coordinator

SUBJECT: Consideration of Appointment to the Downtown Parking Advisory Board

DATE: February 13, 2024

SUMMARY OF ACTION:

Appointment of Kevin Delaney to the Downtown Parking Advisory Board to fill a vacancy.

IMPACT ON FINANCIAL AND PERSONNEL RESOURCES:

There is no financial or staffing impact from the recommended action.

RECOMMENDATION:

Approve the recommendation of Mayor Pro Tem Guthrie to appoint Kevin Delaney to the Downtown Parking Advisory Board.

BACKGROUND:

City Council policy sets forth appointment procedures for the City's Commissions, Boards and Committees. Section 5.2 of the [City Council Handbook](#) states that "the Mayor and each member of the Council shall appoint one representative to each respective Commission/Board/Committee..., subject to approval by a majority of the Council."

A vacancy on the Downtown Parking Advisory Board occurred in February 2023 when former Board members' terms ended. Due to the qualifications to serve on this advisory body, it has been difficult to fill the vacancies.

ANALYSIS OF ISSUES:

The Downtown Parking Advisory Board is responsible for advising the City Council and making recommendations as to how the agency funds assessments from Village merchants for the maintenance of Village parking shall be used. There is a current, unscheduled vacancy on the Board with a term expiration date of January 31, 2027. Kevin Delaney has applied and is recommended for appointment by Mayor Pro Tem Guthrie.

Item 9.d.

City Council

Consideration of Appointment to the Downtown Parking Advisory Board

February 13, 2024

Page 2

ALTERNATIVES:

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

1. Approve Mayor Pro Tem Guthrie's recommended appointment of Kevin Delaney to the Downtown Parking Advisory Board;
2. Do not approve the recommended appointment; or
3. Provide other direction to staff.

ADVANTAGES:

Approving the recommended appointment will fill one of the two vacancies on the Board.

DISADVANTAGES:

No disadvantages have been identified.

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. Application – K. Delaney