



City Council Staff Report

DATE: APRIL 16, 2014

NEW BUSINESS

SUBJECT: APPOINTMENT OF CITY COUNCIL SUBCOMMITTEES TO SCREEN COMMISSION AND BOARD APPLICATIONS, TO DETERMINE QUALIFIED APPLICANTS AS PART OF THE 2014 ANNUAL RECRUITMENT OF CITY BOARDS AND COMMISSIONS.

FROM: David H. Ready, City Manager

BY: The Office of the City Clerk

RECOMMENDATION:

1. Waive the procedures in Resolution No. 18804 Section 7(b), for the 2014 Annual Recruitment process, to allow for the City Council as a whole, to participate in the screening and interview of applicants for the Historic Site Preservation Board, Measure "J" Oversight Commission and the Planning Commission.
2. Waive the procedures in Resolution No. 18804 Section 7(b), for the 2014 Annual Recruitment process that provides for the Mayor to select and participate in all subcommittees.
3. Appoint two-member ad hoc City Council Subcommittees to screen and interview applicants for the following Commission and Boards:

Administrative Appeals Board

Airport Commission

Board of Appeals

Board of Library Trustees

Human Rights Commission

Parks and Recreation Commission

Personnel Board

Public Arts Commission

Rent Review Commission

Sustainability Commission

VillageFest Board

BACKGROUND AND ANALYSIS:

Each year the City Council selects ad hoc two-member City Council Subcommittees to interview and screen candidates for the City's Commissions and Boards, with the exception of the Measure "J" Oversight Commission, Historic Site Preservation Board and the Planning Commission, which the City Council has interviewed candidates as a whole at an open and public meeting.

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The ad hoc City Council Subcommittees interview and screen applicants, and make recommendations to the entire City Council; and members of Commission and Boards are appointed by three affirmative votes of the City Council.

In 2013, the City Council Subcommittees were as follows:

Administrative Appeals Board	Pougnnet and Foat
Airport Commission	Mills and Pougnnet
Board of Appeals	Pougnnet and Foat
Board of Library Trustees	Pougnnet and Lewin
Human Rights Commission	Mills and Lewin
Parks and Recreation Commission	Foat and Mills
Personnel Board	Pougnnet and Hutcheson
Public Arts Commission	Hutcheson and Lewin
Rent Review Commission	Foat and Mills
Sustainability Commission	Hutcheson and Lewin
VillageFest Board	Foat and Hutcheson
Historic Site Preservation Board	City Council as a whole at open meeting
Planning Commission	City Council as a whole at open meeting

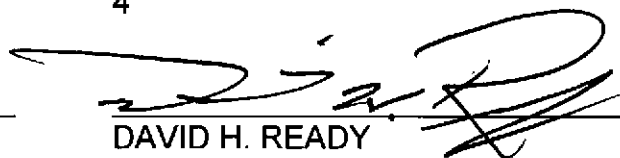
City staff established April 10, 2014, as the deadline to file applications. Staff recommends that the City Council appoint 2014 Subcommittees at this time, to ensure sufficient time for interviews and appointments prior to the expiration of the current terms.

As of the close of business day on Wednesday, April 9, 2014, the City Clerk's office received a total of 38 applications. Since the deadline for submission is close of business day on Thursday, April 10, 2014, staff will provide an update prior to the meeting. For your convenience, following is the number of applications received to date to assist the City Council in terms of time commitment needed for each subcommittee:

Administrative Appeals Board	1
Airport Commission	5
Board of Appeals	1
Board of Library Trustees	2
Historic Site Board	2
Human Rights Commission	3
Measure "J" Oversight Commission	5
Parks & Recreation Commission	1
Planning Commission	6
Public Arts Commission	2
Rent Review Commission	1
Sustainability Commission	5
VillageFest Board	4



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Chief of Staff/City Clerk



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