



# *CITY COUNCIL AGENDA REPORT*

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**MEETING DATE:** February 7, 2005    **ITEM NUMBER:** Item Number

**SUBJECT:** APPOINTMENTS TO THE PLANNING AND THE PARKS AND RECREATION COMMISSIONS

**DATE:** JANUARY 21, 2005

**FROM:** City Manager's Office

**PRESENTATION BY:** STEVEN E. HAYMAN, ASSISTANT CITY MANAGER

**FOR FURTHER INFORMATION CONTACT:** Steven E. Hayman, Assistant City Manager  
754-5328

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## **RECOMMENDATION:**

Appoint five members to each of the Planning Commission and the Parks and Recreation Commission.

## **BACKGROUND:**

The City Council took action on this subject during the Council Meeting of January 3, 2005. Specifically, the City Council adopted Ordinance Number 04-17, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COSTA MESA, CALIFORNIA, AMENDING TITLES 2,12, AND 13 OF THE COSTA MESA MUNICIPAL CODE REGARDING CITY COUNCIL APPOINTMENT OF COMMISSIONS, BOARDS AND COMMITTEES. Essentially, this Ordinance changed the method of appointing Commissioners from individual appointments to a majority vote of the City Council.

Additionally, the City Council established a procedure for appointing Commissioners. Choosing among several options, the City Council approved "Option #3" which is described in detail below.

## **DISCUSSION:**

Extracted from the staff report, which presented the series of options, the following is the precise steps approved for selecting members to serve on both the Planning Commission and the Parks and Recreation Commission.

"Steps:

1. Deputy City Clerk announces the time and place for appointment of Commissioners and reads into the record the names of all applicants.
2. The Mayor opens the floor for public comments.

3. Following public comments, members of the City Council may provide comments on applicants, qualifications and related matters.
4. Council members draw numbers or similar random selection to determine order of nominations.
5. The first City Council member in order nominates their preferred applicant. The nomination must receive a second to be voted upon. Upon receiving a second to the nomination, the Mayor calls for the vote. In the event a nomination does not receive a second, the right to nominate moves to the next Council member in order of the draw.
6. The process of nominations and seconds continues until 5 Commissioners are selected.”

You have before you a listing of the applicants for each Commission (Attachment 1). Staff has verified, pursuant to City Council Policy 000-2.5, that all applicants are Costa Mesa residents and are registered to vote.

Staff proposes that the City Council receive public comment on applicants for both commissions. Once complete, and the Council has had an opportunity to comment, staff will pass among you, from our left to right, a box containing the numbers 1 through 5. Each Council member will select a number that will determine the order of nomination. Beginning with the Planning Commission applicants, the nominations will then proceed.

**ALTERNATIVES CONSIDERED:**

Based upon prior Council direction and the recently enacted Ordinance 05-17, no alternatives are considered or presented.

**FISCAL REVIEW:**

None Required.

**LEGAL REVIEW:**

None Required.

**CONCLUSION:**

Staff has provided this report summarizing what has transpired over the past two months in order to appoint members of the City's Planning Commission and Parks and Recreation Commission. It is respectfully requested that appointments are now made.

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STEVEN E. HAYMAN  
Assistant City Manager

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ALLAN L. ROEDER  
City Manager

DISTRIBUTION: City Attorney  
Deputy City Clerk  
Development Services Director  
Public Services Director  
Administrative Services Director  
Recreation Manager

ATTACHMENTS: 1 [List of Commission Applicants](#)

File Name Commission Appointments

Date 01-27-05

Time 12:11 p.m.