



CITY COUNCIL AGENDA REPORT

MEETING DATE: March 20, 2007

ITEM NUMBER:

SUBJECT: PROCEDURE FOR APPOINTMENTS TO THE COSTA MESA SENIOR CORPORATION BOARD

DATE: MARCH 6, 2007

FROM: CITY MANAGER'S OFFICE /ADMINISTRATION

PRESENTATION BY: ANN C. SHULTZ, LEGISLATIVE AND PUBLIC AFFAIRS MANAGER

FOR FURTHER INFORMATION CONTACT: ANN C. SHULTZ, (714) 754-5667

RECOMMENDATION:

That the City Council adopt the attached Resolution that sets forth the process for appointing two voting Directors and the non-voting Council Liaison to the Costa Mesa Senior Corporation Board.

BACKGROUND:

Based on the By-laws of the Costa Mesa Senior Corporation Board, the City Council may appoint two Directors who will serve at the Council's pleasure. In addition, traditionally the Mayor has appointed a Council Liaison. This position does not have voting rights but rather serves as a bridge between the City Council and the Board. There is no written policy on how any of these appointments are to be made, or how long the appointees are to serve. A Resolution has been drafted to define and specify the process (see Attachment 1).

ANALYSIS:

The question has been raised as to whether the Council Liaison to the Costa Mesa Senior Corporation Board of Directors is a voting or non-voting member.

Staff have researched the issue and found the following:

The Corporation By-Laws specify that two Directors be appointed by and serve at the pleasure of the City Council. Although all other Directors serve a three-year term, no terms are specified for these two positions. In September 2005, the City Council appointed Bill Gartner and David Kinkade as Directors (see Attachment 2).

In addition, traditionally there has also been a non-voting Council Liaison to the Board. In January 2007, Council Member Leece was appointed Council Liaison and Council Member Foley was appointed Alternate Council Liaison.

To avoid any confusion in the future, the attached Resolution has been drafted to clarify the respective positions and their roles as well as specify when those appointments will occur.

The voting positions will be appointed every two years in tandem with the normal recruitment and appointment process for citizen committees (usually in April of each year). Should a Director resign early, the Council will appoint a new Director during the next upcoming committee appointment process. The appointment of the Council Liaison will occur every two years in tandem with the mayor's appointments to other committees and boards.

ALTERNATIVES CONSIDERED:

The City Council may choose to appoint the Directors for staggered terms (one appointment for two years and one for three years) during this first appointment process to ensure continuity. After this initial appointment process, each April one of the two positions would be appointed for a two-year term.

FISCAL REVIEW:

No fiscal review is necessary for this item.

LEGAL REVIEW:

The City Attorney has reviewed and approved the attached Resolution as to form.

CONCLUSION:

Staff recommends that the City Council adopt the attached Resolution defining the procedure for City Council appointments to the Costa Mesa Senior Center Corporation.

ANN C. SHULTZ
LEGISLATIVE AND PUBLIC AFFAIRS
MANAGER

THOMAS R. HATCH
ASSISTANT CITY MANAGER

KIMBERLY HALL BARLOW
CITY ATTORNEY

DISTRIBUTION: Management Analyst
 Recreation Manager
 David Kinkade
 Bill Gartner

ATTACHMENTS: 1 [Resolution](#)
 2 [Minutes of the September 20, 2005 City Council Meeting](#)

COUNCIL AGENDA REPORT ON
RESOLUTION FOR PROCEDURE FOR
APPOINTMENTS TO THE COSTA
MESA SENIOR CORPORATION BOARD

MARCH 8, 2007

9:00 AM