



# *CITY COUNCIL AGENDA REPORT*

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**MEETING DATE:** May 15, 2012

**ITEM NUMBER:** NB-3

**SUBJECT:** APPOINTMENTS TO VARIOUS COUNCIL-APPOINTED COMMITTEES

**DATE:** MAY 11, 2012

**FROM:** CITY CLERK'S OFFICE

**PRESENTATION BY:** CHRISTINE CORDON, ACTING DEPUTY CITY CLERK

**FOR FURTHER INFORMATION CONTACT:** Chris Goldsworthy, Executive Secretary, (714) 754-5327

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## **RECOMMENDATION:**

Staff recommends that the Council:

1. Make appointments and reappointments to fill vacancies on the following committees:
  - Cultural Arts Committee (2 regular, 2 alternate vacancies)
  - Historical Preservation Committee (4 regular, 2 alternate vacancies)
  - Investment Oversight Committee (2 regular member vacancies)
2. Extend the term expiration date to April 2015 for all Access, Building, Fire and Housing Board of Appeal members who were appointed at the June 21, 2011 City Council meeting.
3. Extend the term expiration date to April 2013 for all regular and alternate committee members whose term expires in October 2012.
4. Approve the revised minutes of the October 18, 2011 City Council meeting.

## **BACKGROUND:**

At the October 18, 2011 City Council meeting, the City Council approved changes to Council Policy 000-2, seeking to reduce the membership of each Council-appointed committee to nine regular members and two alternate members through attrition, hold one recruitment period annually in the spring, reject late applications, and limit the applicants to Costa Mesa residents only. Council Policy 000-2 has been revised with technical changes and to reflect the revisions approved at the October 18, 2011 meeting.

Currently, there are vacancies in the above committees resulting from term expirations or resignations. A recruitment period was held from March 30<sup>th</sup> through April 27<sup>th</sup> for interested members of the community to submit applications to serve on the committees. Press releases were issued on March 30<sup>th</sup> and April 12<sup>th</sup>, and a press release to announce

an extended deadline was issued on April 20<sup>th</sup>. Other notification efforts included announcements on the city's website, Facebook, and CMTV 24.

For this recruitment period, there are a total of 12 vacancies, consisting of regular and alternate vacancies on three committees. Those appointed or reappointed will serve until April 2014 unless otherwise noted.

**ANALYSIS:**

At the close of the recruitment period, staff received 23 applications. Five of the applications are requests for reappointments. One application is a request by an alternate committee member to be reappointed as a regular member, and 17 applications were received by applicants who were not appointed during the last recruitment or are new applicants.

Attachment 1 is a list of the committees and applicants who have requested appointments or reappointment to each, as well as the number of vacancies with expired terms and resignations noted. Attachment 2 includes the current rosters and applications for each committee. Attachment 3 is the revised version of Council Policy 000-2, which provides additional information on the recruitment and appointment process, and reflects the changes based on action taken at the October 18, 2011 City Council meeting.

At the June 21, 2011 City Council meeting, appointments were made to the Access, Building, Fire and Housing Board of Appeal. Appointments to the board were made inadvertently for two-year terms. However, members appointed to this board serve four-year terms pursuant to the board's procedural rules and regulations. Council action is requested to correct the term expirations for those appointments to April 2015.

In compliance with the revised council policy to hold one recruitment in the spring, Council action is recommended to extend the upcoming October 2012 term expirations to April 2013. This includes some members of the 3R Committee, as well as members of other Council-appointed committees. At the April 2013 spring recruitment, staff will ask the City Council to extend the term expirations for the balance of the 3R Committee members to April 2014 to comply with the policy change and to maintain an appropriate staggering of terms.

At the October 18, 2011 Council meeting, the City Council took action related to the Council-appointed committees, which included the changes to Council Policy 000-2. The adopted motion for New Business Item No. 1 included a recommendation to automatically reconsider applications from the fall of 2011 from applicants who were not appointed at that time. That recommendation was not a part of the motion, and therefore, Council action is required to correct the minutes. Staff did, however, notify the applicants who were not appointed in the fall of 2011 and invited them to submit new applications for this recruitment.

**ALTERNATIVES CONSIDERED:**

None.

**FISCAL REVIEW:**

No fiscal review is required for this item.

**LEGAL REVIEW:**

No legal review is required for this item.

**CONCLUSION:**

The City Council is scheduled to make appointments to the respective committees, in accordance with Council Policy 000-2. Appointments and reappointments are for two-year terms and will expire in April 2014. Access, Building, Fire and Housing Board of Appeal members will have corrected term expirations of April 2015, and fall 2012 term expirations are to be extended to April 2013.

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CHRISTINE CORDON  
Acting Deputy City Clerk

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RICK FRANCIS  
Assistant Chief Executive Officer

DISTRIBUTION: Staff Liaisons to Applicable Council-Appointed Committees (email)

- ATTACHMENTS:
- 1 [List of Committees and Applicants](#)
  - 2 [Committee Rosters and Applications](#)
  - 3 [Council Policy 000-2](#)
  - 4 [Corrected Minutes of the October 18, 2011 Council meeting](#)