



# **CITY COUNCIL AGENDA REPORT**

**MEETING DATE:** September 20, 2016

**ITEM NUMBER:** NB-1

**SUBJECT:** APPOINTMENT TO SENIOR COMMISSION

**DATE:** September 8, 2016

**FROM:** CHIEF EXECUTIVE OFFICERS OFFICE

**PRESENTATION BY:** BRENDA GREEN, CITY CLERK

**FOR FURTHER INFORMATION CONTACT:** Brenda Green, City Clerk, (714) 754-5221

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## **RECOMMENDATION:**

Staff recommends that the City Council:

Make an appointment to fill one vacancy on the Senior Commission.

## **BACKGROUND:**

The Senior Commission serves as an advisory body to the City Council in matters related to the operation of the Costa Mesa Senior Center. It consists of seven appointed positions with four serving four-year terms (2015-2019), and three serving two-year terms (2015-2017). After 2017, the three two-year terms will become four-year terms (2017-2021). Due to the resignation of Commissioner Feeney, a vacancy exists with a term expiration of February 2021 (originally expiring 2017). Staff received seven applications (attached) for the vacancy on the Senior Commission. The appointed commissioner must be a resident of Costa Mesa.

## **ANALYSIS:**

A total of seven applicants have submitted applications for appointment to the Commission in response to the City's press releases that were sent on August 8, August 22, August 29, and September 2. The following lists the applicants for Senior Commission.

### **Senior Commission**

1. Ron Amburgey
2. Charlene M. Ashendorf
3. Patricia Faust
4. Darrell Neft
5. Gary Parkin
6. Gracie Ruano
7. Judy Takaya

**APPOINTMENT PROCESS:**

1. The City Clerk announces the time and place for appointment of a commissioner and reads the names of all applicants into the record.
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 to determine order of nominations.
5. The first Council member in order nominates his or her 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 the vacancy is filled.

**ALTERNATIVES CONSIDERED:**

None.

**FISCAL REVIEW:**

Senior Commissioners receive \$100.00 per meeting.

**LEGAL REVIEW:**

No legal review is required for this item.

**CONCLUSION:**

Staff has provided this report identifying the applicants who wish to serve on the Senior Commission. At this time, City Council is requested to make an appointment to the City's Senior Commission.



**BRENDA GREEN**  
City Clerk



**RICHARD FRANCIS**  
Assistant Chief Executive Officer

**ATTACHMENTS:**      [1. Applications for the Senior Commission](#)