



**CITY COUNCIL AGENDA REPORT**  
**MEETING DATE:** 1/19/2021  
**DEPARTMENT:** City Clerk

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**SUBJECT:**

CONSIDERATION OF APPOINTMENTS TO CITY COMMISSIONS

**RECOMMENDED ACTION(S):**

SELECT FROM THE FOLLOWING:

1. Council Member Cirbo make one (1) Appointment to the Planning Commission, one (1) Appointment to the Traffic and Parking Commission and one (1) Appointment to the Community Services Commission,
2. Mayor Pro Tem Pequeno make one (1) Appointment to the Planning Commission, one (1) Appointment to the Traffic and Parking Commission and one (1) Appointment to the Community Services Commission,
3. Mayor Voigts make one (1) Appointment to the Traffic and Parking Commission,

**OR**

4. EXTEND the application deadline to allow additional time for residents to apply to serve on a Commission.
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**EXECUTIVE SUMMARY:**

On April 3, 2018, the City Council adopted Ordinance 304 which establishes the process for appointing Commissioners. Staff advertised the opportunity for available Commission seats on social media and the City's website, with a submission deadline of January 4, 2021. Due to the number of openings currently on the Traffic and Parking Commission, the deadline was extended to increase the applicant pool for this commission only. The deadline was extended for one week to Monday, January 11, 2021.

Applications were accepted utilizing an online portal. Five (5) residents submitted applications for the Planning Commission, four (4) residents submitted applications for the Community Services Commission, and six (6) residents submitted applications for the Traffic and Parking Commission by the deadline

and were included in the selection process. In accordance with the Appointment of Commission Members policy (Attachment), applications were transmitted to City Council Members who then had the opportunity to conduct interviews with applicants before submitting a nominee to the Assistant City Clerk. At this time, it is appropriate for the City Council to make appointments and to ratify the appointments with the assent of one other Council Member.

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## **BACKGROUND:**

Municipal Code Section 2.06.050 states “Each member of the City Council shall appoint one (1) member to each board and commission within ninety (90) days of being sworn in as a member of the City Council.” The recent general election warrants one appointment to each City Commission by newly elected Council Members Cirbo and Pequeno. Each appointment will be for a term of four (4) years.

In addition, Mayor Voigts shall appoint one applicant to the Traffic and Parking Commission because his previous appointment was Robert Pequeno whom now serves on the City Council. Municipal Code Section 2.06.070 states, “In the event a member of any board or commission resigns or dies while in office, the City Council member who appointed that board or commission member shall appoint a successor pursuant to the provisions of this chapter. The successor shall serve for the remaining balance of the term to which his or her predecessor was appointed.” Therefore, Mayor Voigts will appoint one Commissioner to the Traffic and Parking Commission to fill the remainder of former Commissioner Pequeno’s term. The Commissioner appointed to fill that term will serve through December 2022.

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## **DISCUSSION:**

The City received five (5) applications for the Planning Commission, four (4) applications for the Community Services Commission and six (6) applications for the Traffic and Parking Commission. Most applications were submitted by the respective submission deadlines except for one Traffic and Parking Commission Application. The application was received two hours past the deadline. Applications were transmitted to City Council Members on January 12, 2021 for consideration.

The candidates submitted for appointment are as follows:

### Planning Commission

Aaron Alverson

Jolene Fuentes

Shari Rhodes  
Jordan Villwock  
Benjamin Yu

Traffic and Parking Commission

Gerado Camarena  
Eric Gates  
Trisha Goyal  
Connor Mawson  
Louise Robertson  
Karen Saturday  
Bill Corbett

Community Services Commission

Justo Fuentes  
Kelly Gould  
Louise Robertston  
Victor Scherr

The Appointment of Commission Members Policy states at the meeting where Commissioner appointments are made, “each appointing Councilmember shall announce his or her selection for appointment to a board or commission. The appointment must be ratified by one other Councilmember other than appointing Councilmember.” At this time it is appropriate to ratify the nominations to each Commission.

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**FISCAL IMPACT:**

There is minimal fiscal impact associated with the recommended action.

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**ATTACHMENTS:**

1. Appointment of Commissioners Policy
2. Planning Commission Applications
3. Traffic and Parking Commission Applications
4. Community Services Commission Applications

Submitted By: Lisa Berglund, City Clerk

Approved By: Debra Rose, City Manager