

**CITY OF TEMECULA  
AGENDA REPORT**

**TO:** City Manager/City Council

**FROM:** Randi Johl, Director of Legislative Affairs/City Clerk

**DATE:** October 8, 2019

**SUBJECT:** Introduce an Ordinance Amending the Municipal Code Relating to Board and Commission Appointments and Adopt a Resolution Setting Forth the Appointment Process

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**PREPARED BY:** Randi Johl, Director of Legislative Affairs/City Clerk

**RECOMMENDATION:** That the City Council consider term extensions for existing terms pending approval of a new process and introduce an ordinance and adopt a resolution entitled:

ORDINANCE NO. 19-

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF  
TEMECULA AMENDING CHAPTER 2.40.050 OF THE  
MUNICIPAL CODE REGARDING BOARD AND  
COMMISSION MEMBER APPOINTMENTS

RESOLUTION NO. 19-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
TEMECULA SETTING FORTH THE PROCESS FOR BOARD  
AND COMMISSION APPOINTMENTS

**BACKGROUND:** At the regularly scheduled meeting of August 27, 2019, the City Council considered the existing appointment process for boards and commissions and provided general direction to return with a new process for Council consideration and approval. This item has been prepared in consultation with the City Attorney's office in response to that direction. The direction outlined the Council's desire to engage in a public appointment process without subcommittee recommendations. The attached ordinance removes the subcommittee reference from existing Chapter 2.40.050 of the municipal code. The attached resolution describes a general process as follows: (1) All applicants will be notified that the appointment process is a public process; (2) Applications will be accepted electronically during the advertised period only or year-round as directed by Council; (3) At the close of an advertised period for a vacancy, all applications on file will be provided to each Council Member for their review in anticipation of the upcoming meeting at which the appointment will be considered; (4) Appointments will be scheduled on a regularly scheduled City Council meeting under the "Business" portion of the agenda; (5) Each candidate will have three (3) minutes, or another uniform time directed by Council, to provide a

presentation indicating why they wish to serve in this capacity; and (6) After questions and discussion, Council Members will indicate their preference for the appointment and a majority vote of the City Council will result in the appointment being finalized. The City Council is welcome to modify this process as they deem appropriate at tonight's Council meeting.

Should the City Council approve the appointment process and introduce the ordinance, vacancies that occur on October 10, 2019 on the Community Services Commission and the Public/Traffic Safety Commission will be administered under the new process. As such, the four existing terms may terminate on October 10<sup>th</sup> and incumbents may reapply under the new process when advertised or the City Council may choose to extend existing terms to such time as appointments are made under the new process.

It is therefore recommended that the City Council consider term extensions for existing terms pending approval of the new process, adopt the resolution setting forth an appointment process, and introduce the related ordinance.

**FISCAL IMPACT:** None

**ATTACHMENTS:**

1. Ordinance
2. Resolution
3. Draft Application