



Staff Report

RESOLUTIONS MAKING APPOINTMENTS TO THE PLANNING COMMISSION AND THE PARKS AND RECREATION (ADULT AND YOUTH) COMMISSION.

Honorable Mayor and Council Members:

Summary

The Parks and Recreation Commission has four seats available for two-year terms expiring on March 1, 2007. Two Youth Parks and Recreation seats are also available, for one-year terms expiring on March 1, 2006. The Planning Commission has four seats available, two of which are for the normal three-year term (expiring March 1, 2008), and two seats for two-year terms (expiring March 1, 2007) for this appointment period only, in order to stagger the terms. Following the one-time two-year term, these seats will become three-year terms once again.

All applicants and incumbents have been interviewed, and this is the time set for Council to vote for and make appointments to these commissions. The Finance Commission appointment and reappointment process is handled separately.

Background

Applications for the various commissions were accepted throughout the month of January. Four new applications were received for the Parks and Recreation Commission (one subsequently withdrew), and all four incumbents requested reappointment. Six new applications were received for the Planning Commission (one subsequently withdrew), and all four incumbents requested reappointment. Three new applications were received for the Youth seats on the Parks and Recreation Commission, and both incumbents requested reappointment.

Discussion

The City Council interviewed all of the candidates (except Finance) and is requested to make appointments at this time. Council should choose the order of the balloting, then vote for each commission.

Planning Commission Appointment Process

Council will need to determine the method by which it will make appointments to fill the different terms of the four seats on the Planning Commission. Options are as follows:

1. Vote for each of the two terms separately. In this method, Council would vote for two people to fill the three-year terms. Once those seats are filled, Council would then vote for two people to fill the two-year slots, first removing from that ballot the

- names of those who were chosen for the three-year terms.
2. Vote for four applicants, and determine the method of selecting those to fill each of the two-year and the three-year terms. This could be accomplished by selecting “top vote-getters” for the three-year terms, or by drawing straws. It should be noted that some of the applicants did not state a preference for length of term.

Staff will be prepared with ballots for either of the two options outlined above. In either case, multiple ballots will be available in the event of a tie.

Fiscal Impact

No fiscal impact.

Public Contact

Display ads were placed in various newspapers throughout the month of January, a press release was issued, and the Twin Pines Reader Board was utilized to announce the application period. In addition, notification was made to all of the neighborhood association presidents. For the youth commission seats, the information was sent to the local schools.

Recommendation

Staff recommends voting for and adopting resolutions appointing the Commissioners. Prior to taking a formal vote, Council should determine the process of balloting, especially for Planning Commission, and may wish to reaffirm last year’s determination that each appointment requires three affirmative votes.

Alternatives

1. Do not make appointments at this time and extend the term of current commissioners.
2. Extend the application period to seek more applicants.
3. Take other action

Attachments

- A. List of Applicants
- B. Sample Ballots (Council only)
- C. Resolutions

Respectfully submitted,

Terri Cook
City Clerk

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELMONT
MAKING APPOINTMENTS TO THE PLANNING COMMISSION FOR TWO-YEAR
TERMS TO EXPIRE ON THE FIRST DAY OF MARCH, 2007**

RESOLVED by the Council of the City of Belmont that the following citizens are hereby appointed as Commissioners on the Belmont Planning Commission for terms to expire on March 1, 2007.

* * * * *

I hereby certify that the foregoing Resolution was duly and regularly passed and adopted at a Regular Meeting of the City Council of the City of Belmont on February 22, 2005, by the following vote:

AYES, COUNCILMEMBERS: _____

NOES, COUNCILMEMBERS: _____

ABSENT, COUNCILMEMBERS: _____

ABSTAIN, COUNCILMEMBERS: _____

CLERK of the City of Belmont

APPROVED:

MAYOR of the City of Belmont

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELMONT
MAKING APPOINTMENTS TO THE PLANNING COMMISSION FOR THREE-YEAR
TERMS TO EXPIRE ON THE FIRST DAY OF MARCH, 2008**

RESOLVED by the Council of the City of Belmont that the following citizens are hereby appointed as Commissioners on the Belmont Arts Commission for terms to expire on March 1, 2008.

* * * * *

I hereby certify that the foregoing Resolution was duly and regularly passed and adopted at a Regular Meeting of the City Council of the City of Belmont on February 22, 2005, by the following vote:

AYES, COUNCILMEMBERS: _____

NOES, COUNCILMEMBERS: _____

ABSENT, COUNCILMEMBERS: _____

ABSTAIN, COUNCILMEMBERS: _____

CLERK of the City of Belmont

APPROVED:

MAYOR of the City of Belmont

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELMONT
MAKING APPOINTMENTS TO THE PARKS & RECREATION COMMISSION FOR
TERMS TO EXPIRE ON THE FIRST DAY OF MARCH, 2007**

RESOLVED by the Council of the City of Belmont that the following citizens are hereby appointed as Commissioners on the Belmont Parks & Recreation Commission for terms to expire on March 1, 2007.

I hereby certify that the foregoing Resolution was duly and regularly passed and adopted at a Regular Meeting of the City Council of the City of Belmont on February 22, 2005 by the following vote:

AYES, COUNCILMEMBERS: _____

NOES, COUNCILMEMBERS: _____

ABSENT, COUNCILMEMBERS: _____

ABSTAIN, COUNCILMEMBERS: _____

CLERK of the City of Belmont

APPROVED:

MAYOR of the City of Belmont

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELMONT
MAKING APPOINTMENTS TO THE YOUTH PARKS & RECREATION
COMMISSION FOR TERMS TO EXPIRE ON THE FIRST DAY OF MARCH, 2006**

RESOLVED by the Council of the City of Belmont that the following citizens are hereby appointed as Youth Commissioners on the Belmont Parks & Recreation Commission for terms to expire on March 1, 2006.

I hereby certify that the foregoing Resolution was duly and regularly passed and adopted at a Regular Meeting of the City Council of the City of Belmont on February 22, 2005 by the following vote:

AYES, COUNCILMEMBERS: _____

NOES, COUNCILMEMBERS: _____

ABSENT, COUNCILMEMBERS: _____

ABSTAIN, COUNCILMEMBERS: _____

CLERK of the City of Belmont

APPROVED:

MAYOR of the City of Belmont