

**MOORPARK CITY COUNCIL  
AGENDA REPORT**

**TO:** Honorable City Council

**FROM:** Deborah S. Traffenstedt, Administrative Services Director/City Clerk *DST*

**DATE:** October 30, 2008 (CC Meeting of 11/5/08)

**SUBJECT:** Consider Potential Change in Scheduling of Interviews for Arts, Parks & Recreation, and Planning Commission Candidates

**BACKGROUND AND DISCUSSION**

The Council's appointment policy (Policy 5 of the City Council Policies Resolution) requires staff to schedule Arts, Planning, and Parks & Recreation Commission applicants at one or both of the regular meetings in December of each even numbered year to permit the applicants to make a brief presentation on qualifications and interest in the appointment. The December 3 meeting may not be appropriate for those interviews, due to the election certification and reorganization planned for that meeting. The City Council is considering another agenda item for the November 5, 2008, regular meeting regarding the date for the interim City Councilmember appointment interviews. This agenda item on the Commission applicant interviews has been scheduled to permit the City Council to discuss and direct staff to schedule the Commission interviews for one or more meetings in December 2008 and January 2009, as needed to accommodate the City Council reorganization on December 3 and the additional interviews that may be scheduled in December for the interim City Councilmember candidates.

Offering the option of two different meetings for conducting the Commission interviews is preferred, due to potential scheduling conflicts for the applicants. Potential dates for scheduling Commission interviews include the following:

- December 3, 2008 (regular meeting)
- December 10, 2008 (special meeting)
- December 17, 2008 (regular meeting)
- January 7, 2009 (regular meeting)
- January 14, 2009 (special meeting)
- January 21, 2009 (regular meeting)

The rescheduling of the Commission interviews to January requires a majority vote of the Council per Policy 5. The applicable language in Policy 5 for the scheduling of the Commission interviews is as follows:

*Applicants for the Arts Commission, Parks and Recreation Commission, and Planning Commission are required to attend a regular City Council meeting in December of each even-numbered year to make a brief presentation on qualifications and interest in the appointment (not to exceed three minutes). Use of PowerPoint will be permitted if the City Clerk has been provided with the PowerPoint file no less than 24 hours prior to the presentation. The City Clerk shall schedule the presentations at one or both of the December regular meetings, as directed by the Mayor. Failure to make a presentation shall result in disqualification for appointment. The City Council may by majority vote extend the date for the presentations to the next calendar year.*

**FISCAL IMPACT**

None.

**STAFF RECOMMENDATION**

Direct staff as deemed appropriate.