

**MOORPARK CITY COUNCIL  
AGENDA REPORT**

**TO:** Honorable City Council

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

**BY:** Maureen Benson, Assistant City Clerk *mb*

**DATE:** November 20, 2008 (CC Meeting of 12/17/08)

**SUBJECT:** Consider Appointments to the Citizens Transportation Advisory Committee (CTAC)

**BACKGROUND**

The City of Moorpark appoints two representatives and one alternate to the Ventura County Citizens Transportation Advisory Committee (CTAC). The current appointments expire on December 31, 2008. Applications to fill these vacancies were due on November 14, 2008, by 5:00 p.m. Two applications were received, and a copy of each application was previously provided to the Council for review.

**DISCUSSION**

The Citizens Transportation Advisory Committee acts as an advisory board to the VCTC on matters concerning transportation planning and the annual identification of possible unmet public transit needs. The Ventura County Transportation Commission By-laws indicate each city **may** have an alternate representative. It has been the City's practice to name a staff member as the alternate when there are not enough citizen applicants. Shaun Kroes, Senior Management Analyst would serve as the alternate unless Council directs staff to conduct another recruitment.

The following is a list of the applicant names from those applications received by the close of the filing periods indicated:

Paula J. Fernandez  
Tim Harrington

The City Council's current Policies Resolution No. 2007-2636 sets forth the Council policies for citizen appointments to boards, commissions, and committees. The Council policies have been followed for the posting and publication of notice of the vacancies.

The Council's resolution states that the procedure for appointments shall be as follows:

- A. The Mayor shall solicit suggested nominees from members of the Council.
- B. Prior to making a motion for appointment, the Mayor shall announce the names of all persons he/she intends to nominate, and in the order to be nominated, for a board, commission, or committee.
- C. The Mayor shall make a motion putting forth each individual name to be approved for appointment.
- D. A second shall be required.
- E. The Council shall vote on each appointment individually.

**STAFF RECOMMENDATION**

Appoint two (2) CTAC representatives and one (1) staff alternate to serve a two-year term ending December 2010, or direct staff to conduct a second recruitment.