

**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: January 27, 2009 (CC Meeting of 02/04/09)

SUBJECT: Consider Appointment to Fill a Vacancy on the Citizens Transportation Advisory Committee (CTAC)

BACKGROUND

On December 17, 2008, the City Council appointed Tim Harrington and Paula Fernandez to serve on the Citizens Transportation Advisory Committee (CTAC) to serve a two-year term ending December 2010. During this initial recruitment, there were not enough applicants to appoint an alternate, so staff was appointed to fill the alternate opening. The alternate's responsibility is to complete a report to Council for scheduled CTAC meetings in the event both representatives are unable to attend. The City may appoint only one alternate. On December 23, 2008, the City received notification from Paula Fernandez declining the appointment to serve on the CTAC committee due to a conflict between her work hours and the CTAC meeting schedule. A recruitment to fill the vacancy was initiated.

DISCUSSION

The application period to fill the vacancy closed on January 23, 2009. The following applicant names are from those applications received by the close of the filing period:

David Bagwell
Joseph Catrambone
Paula J. Fernandez (re-applied as transportation and work conflict issues have been resolved)

(Copies of the applications were provided under separate cover.)

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 one CTAC representative to fill the vacancy to complete the two-year term ending December 2010, and consider appointing an alternate to take the place of the previously appointed staff member.