

**MOORPARK CITY COUNCIL
AGENDA REPORT**

TO: Honorable City Council
FROM: Maureen Benson, City Clerk *mb*
DATE: November 12, 2014 (CC Meeting of 11/19/14)
SUBJECT: Consider Scheduling Interviews for Moorpark Arts, Parks & Recreation, and Planning Commission Applicants

BACKGROUND AND DISCUSSION

Recruitment for the Moorpark Arts Commission, Parks and Recreation Commission, and the Planning Commission ended November 19, 2014, at 5:00 p.m.

The Council's appointment policy (Policy 2.2 of the City Council Policies Resolution) requires staff to schedule applicants to attend 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.

Due to the scheduling of the election certification for the first meeting in December, the application provided December 17, 2014, as the first meeting scheduled for presentations by applicants. The City Council may by majority vote extend the second presentation date to the next calendar year or may schedule a special meeting in December for the second presentation date.

Offering the option of two different meetings for conducting the Commission interviews is preferred due to potential scheduling conflicts for the applicants. As mentioned, December 17 has already been advertised for interviews. Potential dates the Council may wish to consider for scheduling the second round of Commission interviews include the following Wednesdays at 7:00 p.m.:

December 3	(not offered due to election certification and reorganization)
December 10	(special meeting)
December 24	(not recommended due to holiday)
January 7	(regular meeting)
January 14	(special meeting)
January 21	(regular meeting)

The scheduling of the Commission interviews in January requires a vote to amend rules. The applicable language in Policy 2.2 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 or special 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, or at a special meeting, 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

Extend the date for the second round of presentations to the next calendar year and set the date for January 7, 2015.