

**MOORPARK CITY COUNCIL
AGENDA REPORT**

TO: Honorable City Council
FROM: Maureen Benson, City Clerk *YMB*
DATE: June 21, 2016 (CC Meeting of 7/6/16)
SUBJECT: Consider Vacancy on Arts Commission

BACKGROUND AND DISCUSSION:

On June 21, 2016, a letter was received from Arts Commissioner, Mary Schwabauer, tendering her resignation because she has moved. Commissioner Schwabauer's term in office would have expired in December 2016.

An excerpt from Policy 2.2 No. 4 of Council Policies Resolution No. 2015-3378 adopted on March 18, 2015, states:

"When an unscheduled vacancy occurs for any City Council citizen appointment, and six (6) months or less will remain in the citizen appointment term following a thirty (30)-day recruitment, the City Clerk will request the City Council give direction on whether to recruit or leave the appointment position vacant. When more than six (6) months will remain in the appointment term following a 30-day recruitment, recruitment will be initiated and notice of the vacancy will be posted not later than twenty (20) days after the vacancy occurs in the office of the City Clerk, at the Moorpark Library, on the City's website, on the local government channel, and at the City Community Center (in compliance with the Maddy Act requirements). Advertisement of the citizen appointment opportunity will be initiated by the City Clerk in the same manner as for an expiring term, unless the City Council determines that the vacancy will not be filled due to the length of the remaining term of office."

Recruitment to fill the vacancy created by Commissioner Schwabauer's resignation could begin July 8 and run for a 30-day period, which would end August 8. Interviews for this position based upon the Council's August summer recess could take place at the September 7 and September 21 Council meetings. Based on this schedule it is likely that the appointee would not be seated as a Commissioner until the Arts Commission's quarterly meeting on November 15. The applicant selected would only participate for one month before the recruitment to fill all five Arts Commission positions

for the 2017-2018 term will begin in mid-October and end in mid-November. Interviews would be scheduled in December.

STAFF RECOMMENDATION

Determine recruitment to fill the one vacancy on the Arts Commission not be pursued at this time due to the regular recruitment scheduled in October for the 2017-2018 term.