

**MOORPARK CITY COUNCIL
AGENDA REPORT**

TO: Honorable City Council

FROM: Maureen Benson, City Clerk *MB*

DATE: November 3, 2016 (CC Meeting of 11/16/16)

SUBJECT: Consider Scheduling Additional City Council Meeting for Commission Interviews

BACKGROUND AND DISCUSSION

Recruitment for the Arts Commission, Parks and Recreation Commission, and the Planning Commission ended October 28, 2016, at 5:00 p.m. with 24 applications received. Each applicant is allotted three minutes for their presentation to Council on qualifications for, and interest in the appointment.

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 December regular meetings, the first regular meeting in January, or a special meeting, as directed by the Mayor. The City Council may by majority vote further extend the date for the presentations.

Due to the scheduling of the election certification for the first meeting in December, the recruitment applications provided only December 21, 2016, as the first meeting scheduled for presentations by applicants. The January 4, 2017, regular meeting was canceled at the by Council at the September 7, 2016 regular meeting.

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 21 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 6:30 p.m.:

- December 14 (special meeting)
- December 28 (special meeting)
- January 11 (special meeting)
- January 18 (regular meeting)

Any additional meeting date selected by the Council for conducting applicant interviews will be communicated to the applicants so that they may determine which date best suits their circumstance.

STAFF RECOMMENDATION

Direct staff as deemed appropriate.