



## STAFF REPORT

**DATE:** July 20, 2021

**TO:** Kent Cagle, City Manager

**FROM:** Traci Briggs, City Attorney

**SUBJECT:** Appointing Citizen Members to Various Boards & Commissions

### **BACKGROUND AND FINDINGS:**

The Mayor and City Council make annual appointments to the various boards, commissions, and committees each year and throughout the year as vacancies occur.

Section 2-118 of the Code of Ordinances states that persons appointed to city boards, commissions or committees can be effective members only if they attend the group's meetings regularly. In case of excessive absences, a board, commission, or committee member can be removed from office. Missing three (3) consecutive meetings or more than twenty-five (25) percent of meetings in a twelve-month period where the board meets more than four times per year shall constitute excessive absences. The city manager has been notified by the chairperson of the Senior Citizen Advisory Board that a member has missed more than three (3) consecutive meetings as defined by the code. The member with the attendance infraction is identified in the chart below in the status column as "Attendance."

In addition, Section 3-20(o) of the City Council's Governing Standards and Expectations states that citizen committees are most effective when members are able to communicate freely and that no city councilmember will be appointed as a member of a citizen committee. Several of the newly-elected councilmembers serve on boards and commissions.

Throughout the past several months, board/commission members have resigned from their seats creating vacancies. The members who have resigned are identified in the chart below in the status column as "Resigned."

In order to declare vacancies and make appointments to fill the unexpired terms of the vacancies, City Council action is required.

### **THE ALTERNATIVES CONSIDERED:**

No other alternatives were considered.

### **CONFORMITY TO CITY POLICY:**

Making these appointments conforms to relevant city ordinances and policies.

**Animal Advisory Committee (All Council)**

Current Member	Status	New Member	Comments
Joe Brown	N/A	Danielle Singh	City Official

**Arts Commission (All Council)**

Current Member	Status	New Member	Comments
Nina Cobb	Councilmember	Angela Galbreth	At-Large (unexpired term 18-21)

**Board of Adjustment - Construction (Sub-committee: K, Wilkerson, J. Gonzalez)**

Current Member	Status	New Member	Comments
P. Juan Rivera	Resigned	Jim Scaff	Contractor (unexpired term 19-22)
Jim Scaff		Steve Rinehart	Alternate (unexpired term 19-22)

**Board of Adjustment - Fire (Sub-committee: R, Williams, D. Nash-King)**

Current Member	Status	New Member	Comments
Reginald Cole	Resigned	Tad Dorroh	Alternate (unexpired term 20-22)

**Board of Adjustment - Zoning (Sub-committee: K, Wilkerson, M. Brown)**

Current Member	Status	New Member	Comments
P. Juan Rivera	Resigned	Leo Gukeisen	Citizen Rep (unexpired term 19-21)
Leo Gukeisen		Bear Jones	Alternate (unexpired term 19-21)

**Capital Improvement Advisory Committee (All Council)**

Current Member	Status	New Member	Comments
Michael Boyd	Councilmember	Camille Francis-Howard	RE/Dvl/Bldg (unexpired term 21-23)

**Comprehensive Planning Advisory Committee (All Council)**

Current Member	Status	New Member	Comments
Jessica Gonzalez	Councilmember	Yulinda Dias	Councilmember Recommendation

**Community Development Advisory Committee (All Council)**

Current Member	Status	New Member	Comments
P. Juan Rivera	Resigned	Tracy Hillman-Benoit	Citizen Rep (unexpired term 20-22)

**Heritage Preservation Board (All Council)**

Current Member	Status	New Member	Comments
P. Juan Rivera	Resigned	Mark Manning	Citizen Rep (unexpired term 20-23)

**Planning and Zoning (All Council)**

Current Member	Status	New Member	Comments
Michael Boyd	Councilmember	Riakos Adams	Citizen Rep (unexpired term 18-21)

**Recreation Services Advisory Committee (All Council)**

Current Member	Status	New Member	Comments
Reginald Cole	Resigned	Holly Teel	Dist 1 Rep (unexpired term 20-21)
Kelly Flading	Vacant	Anthony Kendrick	At-Large (unexpired term 20-21)

**Senior Citizen Advisory (Sub-committee: D. Nash-King, J. Gonzalez)**

Current Member	Status	New Member	Comments
Carolyn Turner	Attendance	Lee Choe	Citizen Rep (unexpired term 20-23)
Sean Payton	Attendance	Bear Jones	Citizen Rep (unexpired term 20-23)

**FINANCIAL IMPACT:**

**What is the amount of the expenditure in the current fiscal year? For future years?**

There is no current or future expenditure with these appointments.

**Is this a one-time or recurring expenditure?**

N/A

**Is this expenditure budgeted?**

N/A

**If not, where will the money come from?**

N/A

**Is there a sufficient amount in the budgeted line-item for this expenditure?**

N/A

**RECOMMENDATION:**

Recommendation is to declare vacancies on various citizen appointed boards and commissions and appoint citizen members to fill the identified unexpired terms.

**DEPARTMENTAL CLEARANCES:**

City Attorney

**ATTACHED SUPPORTING DOCUMENTS:**

N/A