



Council Agenda Report

Item 6c

Department: City Clerk
Cost Center: 1021
For Agenda of: 3/21/2023
Placement: Consent
Estimated Time: N/A

FROM: Greg Hermann, Deputy City Manager
Prepared By: Kevin Christian, Deputy City Clerk

SUBJECT: 2023 ANNUAL APPOINTMENTS TO CITY ADVISORY BODIES

RECOMMENDATION

As recommended by the Council Liaison Subcommittees, make appointments to the City of San Luis Obispo's (City) advisory bodies as set forth below and continue to recruit for any unfilled vacant positions.

POLICY CONTEXT

The Advisory Body Handbook, last adopted by City Council in September 2021 and amended November 2022, outlines the recruitment procedures, membership requirements, and term limits for City advisory bodies. Also contained in the Advisory Body Handbook are the bylaws for all advisory bodies, some of which include additional membership requirements. Additionally, the City Council Policies and Procedures Manual, last adopted in June 2022, describes the "Appointment Procedure" and "Process" for Advisory Body appointments. Recruitment and appointment recommendations were performed in conformance with all recruitment procedures, processes, and bylaws found in these resources.

California Government Code Section 54972, Local Appointments List (Maddy Act) requires that on or before December 31st of each year, each legislative body shall prepare an appointments list for their boards, commissions, and committees whose members serve at the pleasure of the legislative body. This obligation was met and is on-going.

DISCUSSION

The City has a long history of involving its residents in the business of City government. Holding a position on an advisory body provides an opportunity for interested residents to participate in the governing of their community under guidelines and procedures established by Council. The City recruits annually to fill scheduled vacancies, making new appointments each March to fill terms that typically commence on April 1st of each year. Recruitment for unscheduled vacancies is done as needed but is consolidated with the annual recruitment whenever possible.

This year the City recruited to fill 34 scheduled and unscheduled citizen Advisory Body positions for the annual recruitment effort. The recruitment was conducted between November 21, 2022, and January 15, 2023. A total of 53 qualified applications were received. Note that ongoing recruitment for unscheduled vacancies on the Administrative Review Board and Construction Board of Appeals were consolidated with the annual recruitment. Council Liaison Subcommittees reviewed applications and conducted interviews during February and March of 2023. The following recommendations will fill 29 positions on the Advisory Bodies. Final steps in the process for some vacancies, or recruitment for the remaining vacancies, continues as noted.

No vacancies or term conclusions currently exist for the Area Agency on Aging, the Citizen Transportation Committee, or the Investment Oversight Committee. Therefore, no recruitment was held for these Advisory Bodies during this annual recruitment.

Council Liaison Subcommittee Recommendations

Active Transportation Committee

Appoint Jill Caggiano and Garrett Otto, each to a four-year term commencing April 1, 2023, and expiring March 31, 2027.

Administrative Review Board

Appoint Linda Mielke to a three-year term commencing April 1, 2023, and expiring March 31, 2026; and Myles Couch to an unscheduled vacancy with a term expiration of March 31, 2024.

Architectural Review Commission

Appoint Kelley Abbas and John Carrion, each to a four-year term commencing April 1, 2023, and expiring March 31, 2027.

Citizens' Revenue Enhancement Oversight Commission

Appoint Tony Skapinsky and Zachary Moody, each to a three-year term commencing July 1, 2023, and expiring June 30, 2026, and appoint Renne Gardner to the remainder of an unscheduled vacancy with a term ending June 30, 2023, and to the following three-year term ending June 30, 2026.

Construction Board of Appeals

Appoint Niel Dilworth to a four-year term commencing April 1, 2023, and expiring March 31, 2027; *and continue recruitment for the vacant "Disability Community" representative term which has been vacant since April 2022.*

Cultural Heritage Committee

Appoint Leslie Terry and Eva Ulz, each to a four-year term commencing April 1, 2023, and expiring March 31, 2027; *and continue to recruit for one unfilled vacancy with a term expiration of March 31, 2027.*

Housing Authority Board

Appoint Krista Jeffries, Anita Shower, and Elizabeth Steinberg, each to a four-year term commencing April 1, 2023, and expiring March 31, 2027; and Tim Odenthal and Patricia Souza, each to a “tenant” two-year term commencing April 1, 2023, and expiring March 31, 2025.

Human Relations Commission

Appoint Stephanie Carlotti, Vincent DeTurris, and Sierra Smith, each to a four-year term commencing April 1, 2023, and expiring March 31, 2027.

Mass Transportation Committee

Appoint David Figueroa to a four-year term commencing April 1, 2023, and expiring March 31, 2027; *and continue recruitment for the vacant “Disability Community” representative 4-year term.*

Personnel Board

Interviews for this Board are pending for the two open positions. Staff will provide further communication concerning interview results if available prior to the Council meeting.

Planning Commission

Appoint Steve Kahn to a four-year term commencing April 1, 2023, and expiring March 31, 2027; and Eric Tolle and Lindsey Ringer, both to unscheduled vacancies with a term expiration date of March 31, 2024.

Promotional Coordinating Committee

Appoint John Thomas and Anni Wang, each to a four-year term commencing April 1, 2023, and expiring March 31, 2027.

Parks and Recreation Commission

Appoint Toni Kincaid to a four-year term commencing April 1, 2023, and expiring March 31, 2027.

Tree Committee

Appoint Ben Parker to a four-year term commencing April 1, 2023, and expiring March 31, 2027.

Tourism Business Improvement District Board

Appoint Winston Newland to a four-year term commencing April 1, 2023, and expiring March 31, 2027.

Applications of those who were unsuccessful in this process will be kept on file for the next full year and will be notified of any subsequent vacancies. However, advertisement of any unscheduled vacancy will be made in accordance with statutory requirements and all applicants will be considered for the vacancy.

Public Engagement

Notices that the City was accepting applications for the above listed Advisory Bodies were placed in The New Times, on the City's website and "e-notification" service, listed in the annual Local Appointments List (Maddy Act Notice – GC 54972) on the City Website and City Information kiosk, and distributed via City social media outlets.

CONCURRENCE

As presented in the recommendations, the various City Council sub-committees for the Advisory Bodies are in concurrence with the stated recommendations along with the City Clerk's office that coordinated and organized the process.

ENVIRONMENTAL REVIEW

The California Environmental Quality Act does not apply to the recommended action in this report, because the action does not constitute a "Project" under CEQA Guidelines Sec. 15378.

FISCAL IMPACT

Budgeted: Yes

Budget Year: 2022-23

Funding Identified: N/A

Fiscal Analysis:

Funding Sources	Total Budget Available	Current Funding Request	Remaining Balance	Annual Ongoing Cost
General Fund	\$	\$	\$	\$
State				
Federal				
Fees				
Other:				
Total	N/A	N/A	N/A	N/A

There is no fiscal impact for the appointment of the above Advisory Body members. Administration of the process is considered in the City Clerk's annual budget and compensation for Architectural Review Commission (ARC) and Planning Commission (PC) is included in the adopted budget for the Community Development Department.

ALTERNATIVES

Council could recommend changes to the recommended appointments or direct staff to re-open recruitment for additional candidates. This action is not recommended as the recruitment effort has been quite extensive and the various Council sub-committee members are in concurrence with the stated recommendation.

ATTACHMENTS

All applications are available for public review by request in the Office of the City Clerk, which can be reached at (805) 781-7114 or cityclerk@slocity.org during normal business hours.