



City of Emeryville

CALIFORNIA

MEMORANDUM

DATE: October 15, 2019
TO: Christine Daniel, City Manager
FROM: Sheri Hartz, City Clerk
SUBJECT: Resolution Of The City Council Of The City Of Emeryville Amending The Membership Composition Of The Parks And Recreation Committee; And Amending The FY2019-20 Local Roster Of Boards, Commissions And Committees Accordingly

RECOMMENDATION

Committee membership compositions are set by the City Council. The Parks and Recreation Committee recommends that the Council adopt the above-entitled Resolution.

BACKGROUND

Historically, three of the seven positions on the Parks and Recreation Committee are appointed by other boards or commissions ("advisory bodies") – specifically the Planning Commission, Emery Unified School District Board of Directors, and the Commission on Aging. It has become increasingly difficult for the Emery Unified School District Board of Directors and the Commission on Aging to appoint qualified members to the Committee.

In addition, the Rules of Procedures for Local Boards, Commissions and Committees was revised on April 18, 2017, stating that

"...a quorum shall consist of no less than a majority of the total number of established members of the Advisory Body. If there is a vacancy on the Advisory Body, this quorum requirement still applies."

With at least two of the seven positions on the Committee continually remaining vacant due to lack of appointments by the other advisory bodies, the requirement for the Committee to seat a quorum is often in jeopardy.

DISCUSSION

On September 18, 2019, the Parks and Recreation Committee considered and voted to recommend amendment of the composition of the Committee to change the requirement for appointees by the Emery Unified School District Board of Directors and the Commission on Aging to that of Community Members (defined as persons residing or working in Emeryville). By opening the Committee to a wider pool of applicants, the Committee hopes the City Council will have more leverage to appoint interested members of the community and reduce their dependency on other advisory body appointments.

The Committee will continue to maintain a full membership of up to seven members with staggered two-year terms.

RECOMMENDATION

The Committee's recommendation to change the description of the Committee Composition is in red line as follows:

Committee Composition	Up to 7 Members: <ul style="list-style-type: none">▪ 1 Planning Commissioner (appointed by Planning Commission)▪ 6 Community Members
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The member designations that would comprise the Committee would be as follows:

Community Member	Person residing or working in Emeryville.
Planning Commissioner	Planning Commissioner appointed by the Planning Commission.

In order to maintain the current staggered terms of the Committee, if approved, the terms for the newly designated positions would be offset by one year.

FISCAL IMPACT

There is no fiscal impact.

STAFF COMMUNICATION WITH THE PUBLIC

Staff has not had any communication with the public regarding this matter.

PREPARED BY: Lorrayne Leong, Deputy City Clerk

APPROVED AND FORWARDED TO THE CITY COUNCIL OF THE CITY OF EMERYVILLE:



Christine Daniel, City Manager

ATTACHMENTS

- Draft Resolution
- Proposed Roster