



## Agenda Report

18-428

Agenda Date: 5/15/2018

### REPORT TO COUNCIL

#### SUBJECT

Appointment to the Parks and Recreation Commission

#### BACKGROUND

At the February 6, 2018 Council meeting, Council declared a vacancy on the Parks and Recreation Commission for a partial term ending June 30, 2019, and a promotion of the vacancy was given by the Parks and Recreation department as a Special Order of Business.

Attached are the voting guidelines for the appointment of applicants to Boards and Commissions, which outline the process for conducting interviews and casting votes by the Council for applicants. It should be noted that the City Clerk's Office is currently reviewing how other cities appoint members to Boards and Commissions and expects to bring forward a policy that reflects best practices and efficiencies, particularly since the current guidelines have been in place since 2004 and due to the steady increase in the number of applications received for vacancies over the past few years. A revised policy will be brought through the Governance Committee and then the full Council for adoption in the upcoming months.

#### DISCUSSION

The Office of the City Clerk received four (4) applications by the March 28, 2018 administrative deadline from the following individuals:

1. Burt Field
2. Eversley Forte
3. Ashish Mangla
4. Manogya E. Yara

All applicants were notified of the date and time of the interviews via email and phone.

#### ENVIRONMENTAL REVIEW

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(a) as it has no potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.

#### PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any report to council may be requested by contacting the City Clerk's Office at (408) 615-2220, email [clerk@santaclaraca.gov](mailto:clerk@santaclaraca.gov) <<mailto:clerk@santaclaraca.gov>>

or at the public information desk at any City of Santa Clara public library.

**RECOMMENDATION**

Staff makes no recommendation regarding the appointment of an applicant to fill the vacancy on the Parks and Recreation Commission to serve a partial term ending June 30, 2019.

Reviewed by: Jennifer Yamaguma, Acting City Clerk

Approved by: Deanna J. Santana, City Manager

**ATTACHMENTS**

1. Applications
2. Voting Guidelines