

STAFF REPORT
COUNCIL MEETING DATE:
December 10, 2012

ITEM FOR COUNCIL CONSIDERATION:

Process and Schedule for Recruitment and Appointments to City Commissions, Boards and Committees.

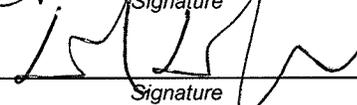
Department: General Government

City Clerk



Signature

City Manager



Signature

ACTION ITEM ___; NON-ACTION ITEM _X_

STAFF RECOMMENDATION: Receive and file the report.

I. BACKGROUND/DISCUSSION:

Pursuant Carpinteria Municipal Code Chapter 2.24, the term of office for all members of standing commissions, boards and committees is set for a period of two years, expiring on January 31 of every odd year. These terms coincide with the City's municipal elections and the City Council may either make new appointments or re-appoint sitting members to any of these bodies. The City Council makes the appointments at the first meeting in February following advertising and recruitment, and surveying of the existing members to determine interest in continuing the serve. The appointments for all positions follow municipal code provisions established for the City's Planning Commission and Architectural Review Board wherein appointments are made with the nomination of the Mayor and consent of the Council.

The City currently has eight standing Commissions, Boards and Committees, with 48 available seats (see attachment I for descriptions of each body). Currently there are vacancies as follows: Architectural Review Board (1), the Parking Business Area Advisory Board (2), Bluffs Advisory Committee (1), Mobile Home Rent Stabilization Board (2), Carpinteria First Committee (3) and Integrated Pest Management Committee (1). Attachment II is a list of sitting members and vacancies.

The City's practice for reappointment includes soliciting applications from members of the public through advertising and recruitment by City Council and sitting Commission, Board and Committee members. Most bodies require members to be residents or business owners within the City of Carpinteria but not all, e.g., Architectural Review Board and Integrated Pest Management Committee. Commission, Board and Committee members are required to participate in mandatory ethics training pursuant to State law. Also, the members of some of these bodies are required to file Economic Interest Statements. With the exception of stipends paid to Planning Commission and ARB members, the positions are unpaid.

The City Clerk has already sent the survey out to existing members inquiring as to their interest in being considered for reappointment. The surveys are to be returned by December 14, 2012. Advertisements soliciting applications will be placed in the Coastal View News for the week of January 3, 10 and 17, with a deadline for filing with the City Clerk of January 25, 2013. A copy of all applications submitted as well as requests for reappointment from existing members will be provided to the Mayor and City Councilmembers by January 28, for review and consideration at the regular City Council meeting of February 11, 2013.

II. ATTACHMENTS:

1. Descriptions of City Commissions, Boards and Committees
2. List of sitting members of City Commissions, Boards and Committees

Attachment I

Parking and Business Improvement Area Advisory Board (PBIAAB)

The PBIAAB consists of five members. The PBIAAB advises the City Council on parking and business improvement matters within the Downtown retail business area of the City. The Board has a duty to file an annual report with the City Council making recommendations on the expenditure of revenues derived from the levy of assessments, an estimate of the costs of providing the improvements and activities, the method used of levying the assessment, the amount of any surpluses carried over from the previous year, and any contributions made from other sources.

Planning Commission

This five member body reviews and recommends changes to the General Plan and Zoning Regulations, conducts hearings and decides on applications for development, pursuant State law and Chapter 2.32 of the Carpinteria Municipal Code.

Architectural Review Board (ARB)

This Board evaluates the architectural merit of commercial, residential, and public building projects as established through Chapter 2.36 of the Carpinteria Municipal Code. The Board also advises City staff and the Planning Commission on design standards, architectural and landscape design, and site planning. Board goals are 1) harmonious, aesthetic development within the City and 2) preservation of the City's natural beauty and visual resources. The Board consists of five members.

Mobil Home Rent Stabilization Board

The Mobile Home Rent Stabilization Board administers the City's rent stabilization ordinance (CMC 5.69) for the City's mobile home parks. The Board's membership consists of five members. The Board meets is empowered to approve, set and adjust the rent schedule and maximum rents for mobile home tenancies within the City.

Bluffs Management Advisory Board

The Bluffs Management Advisory Board is comprised of seven residents appointed by the City Council. The Board provides comment and input related to the management of the Carpinteria Bluffs Nature Preserve and adjacent publicly owned coastal open space and trails, such as Tar Pits Park. The board meets every two months.

Tree Advisory Board

The Tree Advisory Board meets quarterly to assist City staff in implementation of the City's Street Tree Management Plan, and local regulations established for the maintenance of street trees (C.M.C. 12.28). The Board's membership consists of five members.

Carpinteria First Committee

Carpinteria First is a nine member Committee consisting of four members from the Chamber of Commerce, four at-large members, and one member appointed by the

PBIAAB. Carpinteria First makes recommendations to staff and the City Council on community-wide marketing, promotion and economic vitality efforts.

Integrated Pest Management Advisory Committee

The Integrated Pest Management Advisory Committee is comprised of two members of City Staff, one member of the Bluffs Advisory Committee and up to six members of the community at large for a total of no more than nine members. The committee focuses on methods to reduce the use of pesticides while considering maintenance standards for City parks, open spaces, roadways, and buildings. Conducts public outreach and information programs to help guide private citizens on best management practices to reduce the use of pesticides and prepares and prepares an annual report to disclose pest issues encountered and tactics used and/or pesticides used to combat the issue.

COUNCIL ADVISORY GROUP MEMBERS

AS OF DECEMBER 2012

Name	Position
PLANNING COMMISSION	
Allen, David	Chair
Benefield, Jane	member
Callender, John	Vice Chair
LaFevers, Glenn	member
Moyer, John	member
ARCHITECTURAL REVIEW BOARD	
Araluce, Bill	member
Ellinwood, Scott	member
Johnson, Richard	Vice Chair
Reginato, Jim	Chair
Vacant	member
PARKING BUSINESS IMPROVEMENT AREA ADVISORY BOARD	
Kiona Gross	Vice Chair
Lang, Lynda	member
Gloria Tejada	member
Vacant	
Vacant	
BLUFFS ADVISORY BOARD	
Adams-Morden, Andrea	member
Allen, David	Chair
Johnson-Lameijer, Niels	member
Kuizenga, Caroline	member
Rodes, Ted	member
Tello, Arturo	member
Vacant	
TREE ADVISORY BOARD	
Henry, Kathy	member
Newton, Christopher	member
Terry, Carol	member
Walmsley, Leland	member
Winn, Peter	Chair
MOBIL HOME PARKS RENT STABILIZATION BOARD	
Cross, William	member
Litsinger, John	member
McBride, Tom	member
Vacant	
Vacant	

