

STAFF REPORT
CITY OF PALM DESERT
CITY MANAGER'S OFFICE

MEETING DATE: April 22, 2021

PREPARED BY: Christopher Gerry, Senior Management Analyst

REQUEST: Approval of City Council interview policies for members seeking reappointments to advisory boards and other bodies.

Recommendation

By minute motion, approve the following City Council interview policies for members seeking reappointments to advisory boards and other bodies:

1. Unless requested by a Councilmember, forgo an interview for a member who completes an application and desires to serve on the same advisory board: Art in Public Places, Resource Preservation and Enhancement, Parks and Recreation, Cultural Resources Preservation, Public Safety, Marketing and Housing; and
2. Require an interview for a member who completes an application for other advisory boards (other bodies): Architectural Review, Building Board of Appeals, Finance, Planning and Rent Review.

Background

On November 19, 2020, the City Council conceptually approved various recommendations regarding City commissions and committees (advisory boards and other bodies). Many of these recommendations required further City Council action, including revisions to ordinances, bylaws and other activities. Any approved revision resulting in a change to bylaws will be presented for City Council consideration at the conclusion of this comprehensive review.

Streamlined Process for Potential Reappointment to an Advisory Board

The City Council previously approved a recommendation in concept to create a limited review process for reappointments. The intention of the concept is to create efficiencies in the interview process for City Council, City staff and residents. The concept has been further developed by the Subcommittee for consideration.

As previously discussed by the City Council, various advisory boards and other bodies have a wide-range of responsibilities under their purview. Advisory boards routinely make recommendations to the City Council, including:

Commissions

Art in Public Places
Parks and Recreation
Public Safety
Housing

Committees

Cultural Resources Preservation
Marketing
Cultural Preservation & Enhancement

For the advisory boards listed above, the Subcommittee recommends that, unless requested by a Councilmember, forgo interviewing a member who completes an application and desires to serve on the same advisory board. Please note a member would not be guaranteed reappointment to such position, but that an interview is not necessary for consideration. This recommendation only applies to members seeking the same reappointment.

Required Interview for Other Bodies

Unlike the advisory boards above, other bodies make decisions that are only reviewed under defined procedures. Those bodies include:

Commissions

Architectural Review
Planning
Rent Review

Boards

Building Board of Appeals

The Finance Committee plays a unique role in reviewing the financial standing of all city operations, which are governed by the actions of City Council and City staff.

For the other bodies listed above, the Subcommittee recommends requiring an interview for a member who completes an application. This recommendation continues to reinforce the City's commitment to fostering public trust and confidence in government.

Approval of the recommendations would be incorporated in the upcoming interview process, appropriate bylaws and a policy and procedure manual in the future.

Fiscal Analysis

There is no fiscal impact associated with this request.

LEGAL REVIEW	DEPT. REVIEW	FINANCIAL REVIEW	ASSISTANT CITY MANAGER
<i>RH</i> Robert W. Hargreaves City Attorney	N/A Todd Hileman City Manager	N/A Janet Moore Director of Finance	<i>Andy Firestine</i> Andy Firestine Assistant City Manager
City Manager Todd Hileman: <i>L. Todd Hileman</i>			