



City of La Quinta

CITY / SA/ HA/ FA MEETING DATE: June 16, 2015

ITEM TITLE: APPROVE PARAMETERS GOVERNING NEWLY-CREATED ALTERNATE POSITIONS ON CITY BOARDS AND COMMISSIONS

AGENDA CATEGORY:

BUSINESS SESSION:

CONSENT CALENDAR: 16

STUDY SESSION:

PUBLIC HEARING:

RECOMMENDED ACTION:

Approve the parameters governing the newly-established Alternate position on City boards/commissions.

EXECUTIVE SUMMARY:

- A policy to appoint Alternates to city boards/commissions to fill mid-term vacancies was adopted in January 2015 in order to streamline the appointment process.
- Parameters governing Alternate positions (Attachment 1), such as purpose, appointments, term, qualifications, quorum, compensation and removal need to be established.

FISCAL IMPACT:

None.

BACKGROUND/ANALYSIS:

In response to the Council's request to develop a more efficient process for filling mid-term vacancies, staff presented options at the January 6, 2015 Council meeting. At that meeting, Council elected to adopt a policy whereby it appoints Alternates along with voting members annually every June. The new policy eliminates the need for multiple interview/appointment sessions throughout the year.

The first Alternates were appointed at the annual interview/appointment meeting on June 2, 2015. The Alternates will begin in their new role starting July 1, 2015. The parameters of the position should be set before the first meeting so that the Alternate, Planning staff, and Commissioners clearly understand the role.

The sections listed on Attachment 1 follow those of the Municipal Code chapter that deals with boards/commissions and, where applicable, the Municipal Code conditions apply to Alternates as well.

ALTERNATIVES:

Council may amend, add or delete any parameter governing Alternate positions.

Report prepared by: Susan Maysels, City Clerk

Report approved for submission by: Frank J. Spevacek, City Manager

Attachment: 1. Parameters governing Alternate positions

ALTERNATES FOR CITY BOARDS/COMMISSIONS

Initiated January 6, 2015, first appointed June 2, 2015

DEFINITION AND PURPOSE

Alternate Board/Commission members (Alternates) were established to fill mid-term vacancies of sitting Board/Commission members if they resign during their term. Alternates do not fill in for and/or vote on behalf of a voting member who is absent.

Alternates are unpaid, non-voting members of boards/commissions who need not attend all meetings but are expected to remain current on all matters before their assigned board/commission. Alternates will be provided all meeting agendas and reports.

APPOINTMENTS

The Council shall appoint all Alternates and will do so using the same procedure used to appoint board/commission members (see Municipal Code Chapter 2.06.020).

The Council may appoint one, two or no Alternates to any board/commission. If more than one Alternate is appointed to a single board/commission, the Council will number each Alternate's seat as Alternate No. 1, and Alternate No. 2 to indicate the order in which they will fill mid-term vacancies as they arise.

TERM

Alternates shall serve until such time as they fill a mid-term vacancy, are appointed to a voting seat on any City board/commission, submit their resignation, or are removed by the Council.

QUALIFICATIONS

Alternates shall possess the same qualifications as the voting members of the board/commission to which they are assigned, and shall meet the qualifications set forth in Municipal Code Section 2.06.040.

QUORUM

Alternate seats shall not be counted for the purposes of determining a quorum.

COMPENSATION

Alternates shall serve without compensation.

REMOVAL FROM POSITION

Any Alternate may be removed at any time, with or without cause, by a majority vote of the Council.

