

# Policy and Appointments Subcommittee Meeting Notice & Agenda

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Monday, September 17, 2012  
Pine Conference Room  
8401 West Monroe Street  
Peoria, AZ 85345

## Special Meeting 5:00 P.M.

### Convene Roll Call

### Final Call to Submit Speaker Request Forms

### Consent Agenda

**CONSENT AGENDA:** All items listed with on the Consent Agenda are considered to be routine or have been previously reviewed by the Council Subcommittee, and will be enacted by one motion. There will be no separate discussion of these items unless a Subcommittee member so requests; in which event the item will be removed from the General Order of Business, and considered in its normal sequence on the Agenda.

### Consent

1. **Minutes**

Discussion and possible action to approve the minutes of the September 11, 2012 Council Subcommittee on Policy and Appointments meeting.

### Regular Agenda

### New Business

2. **Boards and Commissions Interviews**

Conduct candidate interview(s) for possible appointment(s) to various Boards and Commissions.

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Chairman  
Dave Pearson  
Ironwood District

Palo Verde District  
Ron Aames, Vice Mayor

Pine District  
Carlo Leone

3. **Boards and Commissions Vacancies**

Discussion and possible action to appoint, reappoint, recruit, or schedule interviews for various city Boards and Commissions including, but not limited to, Arts Commission, Board of Adjustment, Building Board of Appeals, Citizens Commission on Salaries for Elected City Officials, Economic Development Advisory Board, Historic Preservation Commission, Municipal Development Authority, Parks and Recreation Board, Planning and Zoning Commission, Veterans Memorial Board, and Youth Advisory Board.

4. **Future Agenda Topics and Next Meeting Date**

Discussion of future agenda items (if any) for City Council Subcommittee on Policy and Appointments.

**NOTE:** Per Council Policy 1-10, no policy item will come forward unless submitted on the *Subcommittee Agenda Item Request Form*.

**Call to the Public (Non-Agenda Items)**

If you wish to address the Council Subcommittee, please complete a Speaker Request Form and return it to the clerk before the call to order for this meeting. The Council Subcommittee is not authorized by state law to discuss or take action on any issue raised by public comment until a later meeting.

**Reports from Staff**

**Adjournment**

**NOTE:** Documentation (if any) for items listed on the Agenda is available for public inspection, a minimum of 24 hours prior to the Council Subcommittee Meeting, at any time during regular business hours in the Office of the City Clerk, 8401 W. Monroe Street, Room 150, Peoria, AZ 85345.

**Accommodations for Individuals with Disabilities.** *Alternative format materials, sign language interpretation, assistive listening devices or interpretation in languages other than English are available upon 72 hours advance notice through the Office of the City Clerk, 8401 West Monroe Street, Room 150, Peoria, Arizona 85345 (623)773-7340, TDD (623)773-7221, or FAX (623) 773-7304. To the extent possible, additional reasonable accommodations will be made available within the time constraints of the request.*

**PUBLIC NOTICE:**

In addition to the Council Subcommittee members noted above, one or more members of the Peoria City Council or various Board or Commissions may be present to observe the Council Subcommittee meeting as noticed on this agenda.

**CITY OF PEORIA, ARIZONA  
PINE CONFERENCE ROOM  
September 11, 2012**

A **Regular Meeting** of the **Policy & Appointments Subcommittee** of the City of Peoria, Arizona, was convened by Chairperson Dave Pearson in an open and public session at 8401 W. Monroe Street, Peoria, Arizona on September 11, 2012 at 5:30 p.m.

**Members Present:** Chairperson Dave Pearson, Councilmember Carlo Leone, and Vice Mayor Ron Aames.

**Members Absent:** None.

**Other Municipal Officials Present:** Carl Swenson, City Manager; Rhonda Geriminsky, Interim City Clerk; Steve Kemp, City Attorney; Natalie Gilstrap, City Clerk Specialist; and Anthony Alejandro, Administrative Assistant.

**Audience:** One staff

**Consent Agenda**

Motion was made by Vice Mayor Aames, seconded by Councilmember Leone, to approve the consent agenda. Upon vote, the motion carried unanimously 3 to 0.

**Minutes:**

1. **Minutes**

Approved the minutes of the August 14, 2012 Policy and Appointments Subcommittee Meeting as part of the consent agenda.

**REGULAR AGENDA**

2. **Code of Ethics for Elected Officials and/or Citizen Advisory Committees**

Discussion ensued regarding the draft Code of Ethics Policy for members of Peoria City Council and Citizen Advisory Committees.

Motion was made by Vice Mayor Aames, seconded by Councilmember Leone, to move this item forward to a full City Council Study Session. Upon vote, the motion carried unanimously 3 to 0.

3. **Future Agenda Topics and Next Meeting Date**

The next subcommittee meeting is scheduled for September 17, 2012.

**Reports from Staff:** None

**CALL TO THE PUBLIC:** No members of the public came forward at this time.

**ADJOURNMENT:**

There being no further business to come before the Subcommittee, the meeting was duly adjourned at approximately 6:15 p.m.

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Dave Pearson, Chairperson

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Anthony Alejandro, Administrative  
Assistant

Council Subcommittee on Policy and Appointments  
Monday, September 17, 2012 - 5:00 p.m.  
Pine Conference Room

INTERVIEW SCHEDULE

<b>5:00 p.m.</b>	<b>William Conner</b>
<b>5:10 p.m.</b>	<b>Brent Taylor</b>
<b>5:20 p.m.</b>	<b>Otto Uhrik</b>
<b>5:30 p.m.</b>	<b>Phil Denaro, Jr.</b>
<b>5:40 p.m.</b>	<b>Michelle Lehman</b>

## STAFF - COUNCIL SUBCOMMITTEE COMMUNICATION

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**DATE:** September 12, 2012  
**TO:** Carl Swenson, City Manager  
**FROM:** Rhonda Geriminsky, Interim City Clerk   
**THROUGH:** Susan K. Thorpe, Deputy City Manager  
**SUBJECT:** Boards and Commissions Appointments/Reappointments

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### **Background:**

City Council Policy 1-5 Appointment to Boards and Commissions establishes the standard policy for City Council to make member appointments to the City's official Boards and Commissions. In part, CP 1-5 provides for the following:

- The Council Subcommittee on Policy and Appointments shall determine how members are identified, selected, processed, trained, and recognized for service.
- An open competitive processed will be used to fill any vacancies to the city's official Boards and Commissions.
- Candidate interviews maybe conducted.
- Subcommittee recommendations are forwarded to the Mayor and Council with a 10 day comment period to the Mayor.
- Upon no adverse comments from the majority of the Council members, Subcommittee recommendations are submitted via a Resolution for official action.

### **Previous Actions:**

The Council Subcommittee on Policy and Appointments meets on a monthly basis to address vacancies and upcoming vacancies to the City's various Boards and Commissions.

### **Options:**

**A:** That the City Council Subcommittee on Policy and Appointments continue to meet on a monthly or as needed basis to make recommendations for appointments and reappointments to the city's various official Boards and Commissions.

### **Staff's Recommendation:**

No further action is required - this is an ongoing agenda item for the City Council Subcommittee on Policy and Appointments.

Tracking # 007-A

## STAFF - COUNCIL SUBCOMMITTEE COMMUNICATION

### Fiscal Analysis:

There is no fiscal impact related to this item.

**Exhibit(s):** None

**Contact Name and Number:** Natalie Gilstrap, 773-7340

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### City Manager's Office Use:

Date of receipt: 10/19/2011

Policy issue: Yes  No  If denied, explain \_\_\_\_\_

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Subcommittee assignment: Policy and Appointments

Transferred to Subcommittee Staff Liaison on: 11/7/2011

Subcommittee agenda date: On-Going

Subcommittee Action:

No further action

Study Session referral

Regular Agenda referral

City Manager referral

City Council Subcommittee on Policy and Appointments  
Monday, September 17, 2012 - 5:00 p.m.

**STAFF REPORT**

**ARTS COMMISSION (SCHEDULED)**

**Christopher Hearn** is no longer a City of Peoria resident and is ineligible to serve on the Arts Commission.

**One (1) vacancy is created with a term to expire June 2016.**

Name	District	Member Status	Eligible for Reappointment?	Interested in Reappointment?	Alternate/Willing to Serve
Christopher Hearn	Non-Resident	Regular	Not Applicable	Not Applicable	None

**BOARD OF ADJUSTMENT (SCHEDULED)**

The term for **Russ Conway** expires December 2012 and he has reached term limits. **Leonard Spraker** resigned to accept appointment to the Planning and Zoning Commission.

**Two (2) vacancies are created with terms to expire December 2016 and December 2014 respectively.**

Name	District	Member Status	Eligible for Reappointment?	Interested in Reappointment?	Alternate/Willing to Serve
Russ Conway	Pine	Regular	No	Not Applicable	Cecil Daniels/Yes
Leonard Spraker	Palo Verde	Regular	No	Not Applicable	Cecil Daniels/Yes

**BUILDING BOARD OF APPEALS (UNSCHEDULED)**

The term for **Roy Bade** expires December 2012.

**One (1) vacancy is created with a term to expire December 2016.**

Name	District	Member Status	Eligible for Reappointment?	Interested in Reappointment?	Alternate/Willing to Serve
Roy Bade	Palo Verde	Regular	Yes	Yes	None

**CITIZENS COMMISSION ON SALARIES FOR ELECTED CITY OFFICIALS (UNSCHEDULED)**

The term for **Phil Hanson** expires December 2012.

**One (1) vacancy is created with a term to expire December 2016.**

Name	District	Member Status	Eligible for Reappointment?	Interested in Reappointment?	Alternate/Willing to Serve
Phil Hanson	Ironwood	Regular	Yes	Yes	None

**ECONOMIC DEVELOPMENT ADVISORY BOARD (SCHEDULED)**

The terms for **David Bentler** and **Jay Cross** expired June 2012.

**Two (2) vacancies are created with terms to expire June 2016.**

On May 8, 2012, the Council Subcommittee recommended Jamey Lynne Bishop, as a regular member, and Philip Denaro, Jr., as an alternate member, with terms to expire June 2016.

On June 5, 2012, Resolution 2012-78 making the above referenced appointments was pulled from the City Council meeting agenda.

Name	District	Member Status	Eligible for Reappointment?	Interested in Reappointment?	Alternate/Willing to Serve
David Bentler	Non-Resident	Regular	No	Not Applicable	Jay Cross/Unknown
Jay Cross	Non-Resident	Alternate	Yes – 2 year partial term	Unknown	Jay Cross/Unknown

**HISTORIC PRESERVATION COMMISSION (UNSCHEDULED)**

The terms for **Shelby Duplessis** and **Steve Poe** expire December 2012.

**Two (2) vacancies are created with terms to expire December 2016.**

Name	District	Member Status	Eligible for Reappointment?	Interested in Reappointment?	Alternate/Willing to Serve
Shelby Duplessis	Non-Resident	Regular	Yes	Yes	None
Steve Poe	Palo Verde	Regular	Yes	Yes	None

**MUNICIPAL DEVELOPMENT AUTHORITY (UNSCHEDULED)**

The term for **Shawn Hutchinson** expires November 2012.

**One (1) vacancy is created with a term to expire November 2016.**

Name	District	Member Status	Eligible for Reappointment?	Interested in Reappointment?	Alternate/Willing to Serve
Shawn Hutchinson	Ironwood	Regular	Yes	Council Candidate	None

**PARKS AND RECREATION BOARD (SCHEDULED)**

On May 8, 2012, the Council Subcommittee recommended **Donald Biery**, as a regular member, with a term to expire June 2016.

On June 5, 2012, Resolution 2012-79 was adopted by Council making the above referenced appointment.

All mail sent to the address on file for Mr. Biery has been returned to the City Clerk's Office and the Community Services Department. The home phone and cellular telephone numbers, as listed on the application, are no longer in service and belong to another party respectively.

**One (1) vacancy is created with a term to expire June 2016.**

Name	District	Member Status	Eligible for Reappointment?	Interested in Reappointment?	Alternate/Willing to Serve
Donald Biery	Palo Verde	Regular	Not Applicable	Not Applicable	None

**PLANNING AND ZONING COMMISSION (SCHEDULED)**

The terms for **Nancy Golden** and **Leonard Spraker** expire December 2012.

**Two (2) vacancies are created with terms to expire December 2016.**

Name	District	Member Status	Eligible for Reappointment?	Interested in Reappointment?	Alternate/Willing to Serve
Nancy Golden	Mesquite	Regular	Yes	Yes	Vacant
Leonard Spraker	Palo Verde	Regular	Yes	Yes	Vacant

**VETERANS MEMORIAL BOARD (UNSCHEDULED)**

The terms for **Joe McCord** and **Kenneth Lambert** expire December 2012.

**Two (2) vacancies are created with terms to expire December 2016.**

Name	District	Member Status	Eligible for Reappointment?	Interested in Reappointment?	Alternate/Willing to Serve
Joe McCord	Willow	Regular	Yes	Yes	None
Kenneth Lambert	Palo Verde	Regular	Yes	Yes	None

**YOUTH ADVISORY BOARD (SCHEDULED)**

Pursuant to City Code, Section 2-154, a vacancy shall be deemed to have occurred upon three consecutive absences from meetings. **Austin Hatfield** has seven (7) consecutive unexcused absences from the Youth Advisory Board and has not attended meetings in over a year.

**One (1) vacancy is created with a term to expire June 2013.**

Name	District	Member Status	Eligible for Reappointment?	Interested in Reappointment?	Alternate/Willing to Serve
Austin Hatfield	Willow	Regular	Not Applicable	Not Applicable	Ian Mullane/Unknown Meg Grose/Unknown