

**CITY OF PEORIA, ARIZONA  
PINE CONFERENCE ROOM  
February 12, 2013**

A **Regular Meeting** of the **Policy & Appointments Subcommittee** of the City of Peoria, Arizona, was convened by Interim City Clerk, Rhonda Geriminsky in an open and public session at 8401 W. Monroe Street, Peoria, Arizona on February 12, 2013 at 5:33 p.m.

**Members Present:** Councilmember Cathy Carlat, Councilmember Carlo Leone, and Councilmember Bill Patena.

**Members Absent:** None.

**Other Municipal Officials Present:** Rhonda Geriminsky, Interim City Clerk; Steve Kemp, City Attorney; Terri Smith, Council Assistant; and Natalie Gilstrap, City Clerk Specialist.

**Audience:** One

**Consent Agenda**

Motion was made by Councilmember Carlat, seconded by Councilmember Patena, to approve the consent agenda. Upon vote, the motion carried unanimously 3 to 0.

**Minutes:**

**1. Minutes**

Approved the minutes of the December 13, 2012 Policy and Appointments Subcommittee meeting as part of the consent agenda.

**REGULAR AGENDA**

**2. Introductions**

Staff was introduced to the Subcommittee members, along with the role they fill for the Subcommittee.

**3. Election of Chair**

Motion was made by Councilmember Patena, seconded by Councilmember Leone to nominate Councilmember Carlat as Subcommittee Chair. Upon vote, the motion carried unanimously 3 to 0.

**4. Subcommittee Process Overview**

Staff provided documentation outlining the existing processes used by the Subcommittee.

Chair Carlat requested copies of applications and additional support material to review for vacancies that will be addressed by the Subcommittee.

By consensus, Subcommittee members requested that Board and Commission Liaisons be present at Subcommittee meetings to provide input on vacancies.

**5. Establish Meeting Dates and Times**

Motion was made by Councilmember Carlat, seconded by Councilmember Patena to adopt the proposed Subcommittee meeting calendar with meetings being conducted at 5:30 p.m. Upon vote, the motion carried unanimously 3 to 0.

**6. Boards and Commissions Vacancies**

Subcommittee members reviewed vacancies and applications. By consensus, the Subcommittee asked staff to arrange an interview for the vacancy on the Employee Benefits Trust Board.

By consensus, the Subcommittee will seek additional applications for vacancies on the Building Board of Appeals, Citizens Commission on Salaries for Elected City Officials, and Personnel Board.

By consensus, the Subcommittee asked staff to produce a report of current Youth Advisory Board members showing member distribution by council district.

**Reports from Staff:**

a. 2013 Board and Commission Recognition Event

Staff presented information on the May 17, 2013 Board and Commission Recognition event to be held at the Arizona Broadway Theatre. Community Services staff will attend a future meeting to discuss planning for that event.

**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 6:32 p.m.