

~~**APPOINTMENTS TO BOARDS, PANELS AND COMMISSIONS.**~~ A RESOLUTION REPEALING RESOLUTION ~~2690~~~~2647~~ AND ESTABLISHING THE PROCEDURE FOR APPOINTMENT OF PERSONS TO REPRESENT THE CITY OF SPARKS ON VARIOUS BOARDS, ~~PANELS AND COMMISSIONS, OR SIMILAR GROUPS~~~~ESTABLISHING TERM LIMITS AND LIMITING HOW MANY BOARDS AND COMMITTEES AN APPOINTEE MAY SERVE ON,~~ AND PROVIDING FOR MATTERS RELATING THERETO.

WHEREAS, various boards, ~~committees, panels, and~~ commissions, or similar groups have been established under state or local laws which include representatives from the City of Sparks;

WHEREAS, the appointment of persons to those entities generally requires the involvement of both the executive branch (the Mayor), and legislative branch (the Council) of Sparks government;

WHEREAS, the ~~C~~council and the Mayor desire to establish a written appointment procedure that assures ~~maximum~~ participation of both branches in the selection of appointees and limits the number of boards, ~~committees, panels and~~ commissions, or similar groups that one appointee may serve on.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SPARKS:

Section 1. Applicability

a. General

~~a-~~ Except as otherwise provided below, the following procedure shall be followed for the appointment of persons to represent the City of Sparks to all boards, ~~committees,~~ commissions, ~~panels,~~ and similar groups, including, but not limited to:

- ~~The~~ Airport Noise Advisory Panel
- Arts & Culture Advisory Committee
- ~~Charter~~ Committee
- The City of Sparks
- ~~Civil Service~~ Commission
 - ~~The Community Services Agency of Washoe County~~
 - ~~The Debt Management Commission~~
 - ~~The Design Review Committee for the Sparks Redevelopment Agency~~Enterprise Fund Advisory Committee
 - ~~The Economic Development Authority of Western Nevada (EDAWN)~~
 - ~~The National Organization to Insure a Sound Controlled Environment~~
 - ~~The Regional Planning Commission~~
 - ~~The Regional Transportation Commission~~
 - ~~The Regional Water Planning Commission~~
 - ~~The Reno Sparks Joint Sewer Coordinating Committee~~

- ~~The Reno Sparks Convention & Visitor's Authority~~
- ~~Reno/Tahoe Airport Authority Board of Trustees~~
- ~~The Sparks Advisory Committee on the Disabled~~
- ~~Sparks Citizens Advisory Committee~~
- ~~Sierra Arts Foundation~~
- ~~The Sparks Parks and Recreation Commission~~
- ~~The Sparks Planning Commission~~
- ~~The Sparks Redevelopment Agency~~
- ~~The Truckee River Fund Advisory Board~~
- ~~The Washoe County Reno/Tahoe Airport Authority Board of Trustees~~
- ~~The Washoe County District Board of Health~~
- ~~The Washoe Storey Conservation District Board of Supervisors~~
- ~~The Washoe County Senior Citizens Board of Trustees~~
- ~~The Technical Review Committee of Washoe County HOME consortium~~
- ~~Alternate municipal court judges established under SMC 4.020 (4)~~
- ~~Western Nevada Development District~~

b. Exceptions:

(1) If a provision in any constitution, statute, charter, regulation, ordinance, resolution, rule or agreement (heretofore or hereafter enacted) applicable to a particular board, commission, ~~committee, panel,~~ or similar group provides for another appointment process or conflicts with this resolution, then such provision shall prevail over this Resolution.

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(2) If a member of the City Council (or other public body such as the planning commission) is to be appointed ex officio to a particular body by the City Council or other public body, then the selection shall be made by a vote of the Council or other public body.

(3) The ~~council Mayor~~ may, ~~by motion approved by a majority of the full council,~~ waive or temporarily change any procedure set forth herein for a particular appointment.

Section 2. Open Applications; retention by Clerk

~~The city clerk shall keep a list of boards, commissions, and committees which are appointed by the mayor and the minimum qualifications for serving on them. Any person who meets the minimum qualifications may apply for appointment to any one or more board, commission or committee at any time. For each appointment requested, the applicant shall complete an application form provided by the city clerk and shall deliver it to the city clerk. Any adult resident of the City of Sparks may indicate his or her desire to serve on any board, commission, or similar group of the city whose membership is appointed, in whole or in part, by the Mayor, by filing with the City Clerk at any time; an application form provided on the city's website and available at the City Clerk's office; for each appointment requested, setting forth the applicant's name, address and telephone number and describing the appointment being sought and the qualifications of the applicant for the appointment. The City Clerk shall keep retain all such applications for two (2) years for use in filling future vacancies.~~

Section 3. Advertisement and Solicitation of applications; announcement of vacancy; retention by Clerk.

~~In addition to the procedure described in Section 2 above, in January and July of each year the city clerk shall advertise at least twice in one or more newspapers having a general circulation within the~~

~~city that the City of Sparks is accepting applications from persons interested in serving on any board, commission or committee of the city. The advertisement shall include a list of each board, commission and committee of the city whose members are appointed. The city clerk shall collect all applications received and keep them for two (2) years as part of a master list for use in filling future vacancies on any board, commission or committee. When a vacancy occurs on a board, commission, or similar group due to reaching the end of an appointed term, resignation, removal or death of a member, the vacancy will be announced at a minimum of one (1) Sparks City Council meeting (but preferably at three (3) or more meetings) prior to the appointment. The vacancy will also be announced on the city's website and social media channels. The announcement will provide citizens with information to allow them to apply on the city's website or to obtain an application from the City Clerk's office and will give the deadline ~~in~~by which the application should be received.~~

Section 4. — Announcement of vacancy, extended application period.

~~When a vacancy occurs or is about to occur on a board, commission or committee, the city manager shall announce the vacancy at the next meeting (regular, special or study session) of the council, and applications shall be accepted by the city clerk until the close of business on the 14th calendar day following the meeting where the vacancy is announced.~~

Section 45. Screening of applications upon vacancy.

Upon the expiration of the application period set forth in Section 4-3 above, the ~~e~~City Clerk ~~or a City Manager designee,~~ shall screen all applications received under Sections 2 ~~and,~~ 3, ~~and~~ 4 above, to determine who is still interested in the appointment, and who meets the minimum qualifications. A copy of all ~~of~~ the qualified applications for the vacant position shall be sent to the ~~mayor~~ Mayor ~~and each member of the council.~~

Section 6. — Interviews at open meeting.

~~The mayor shall schedule a public meeting for the purpose of interviewing all applicants who applied for the position under Sections 2, 3, or 4 above and who meet the minimum qualifications for the position.~~

~~At the meeting, the mayor and all members of the council may ask questions of the applicants, and may discuss and make comments regarding the applicants, but no action will be taken toward the appointment unless the proposed action is specified on the agenda and the mayor asks for action to be taken.~~

Section 57. Selection by ~~m~~Mayor; ratification by council.

The ~~M~~mayor shall designate one (1) person to fill the vacancy on the board, commission or ~~committees~~similar group from the qualified applicants, ~~and inform the council of the choice at the meeting where interviews occur or at a subsequent meeting of the council.~~ The ~~C~~council shall thereafter promptly vote to affirm or reject the ~~M~~mayor's choice. If the ~~C~~council rejects the appointment, the ~~M~~mayor shall ~~appoint~~ designate another person from the remaining applicants ~~who have been interviewed~~ and the ~~C~~council shall consider ratification either at the present meeting or at the next regularly scheduled meeting of the ~~C~~council.

Section 6. Commencement of selection process

Commencing before the end of the term of office of any member of a board, commission or similar group, the City Clerk or a City Manager designee, and the Mayor, shall each perform the duties and functions prescribed for them in Sections 2 through 5 above.

Section ~~78~~. Term limits; application by incumbents.

When a vacancy occurs due to the expiration of the term of office of an incumbent member of any board, commission or ~~similar groupeommittee~~, the member whose term is expiring may apply for reappointment to said board, commission or ~~similar groupeommittee~~; provided, however, that the by-laws or other regulations of that group do not prohibit an additional term for that incumbent. no person may serve more than two full terms of office on a particular board, commission or committee. Any incumbent who has served 60% or more of the term of office of a previous person shall be deemed to have served a full term for the purposes of this limitation. Furthermore, this two-term limitation shall apply prospectively only to persons appointed or reappointed to a board, commission or committee after March 13, 2000. Notwithstanding the foregoing, an incumbent may be considered for and given reappointment to a third term if less than three persons apply for the vacancy.

Section ~~89~~. Limitation on service.

A person may serve on only one board, commission or ~~committee-similar group~~ at a time, except as otherwise approved by the ~~City Council Mayor~~, or when the person serves ex officio or has been appointed to serve on another board, commission or ~~committee-similar group~~ because of service on a board, commission or ~~committee-similar group~~ for which he or she was appointed hereunder. If a person chooses an appointment to a second board, commission or similar group, without approval of the Mayor to serve on multiple boards, commissions or similar groups, the person should resign from the previous appointment within 30 days of appointment to the new board, commission or similar group.

Section ~~910~~. Nominations by Council members when no applications are on file.

When a vacancy occurs and there are no applications on file with the ~~ei~~City Clerk for the particular board, commission or ~~committeesimilar group~~, after the solicitation of application per Section 3 above, the ~~M~~Mayor shall so inform the ~~C~~city ~~C~~council and thereafter within ten ~~(10)~~ days of such notification each council member may nominate up to three ~~(3)~~ people to fill the vacancy that exists. Each such person nominated by a council member shall within three ~~(3)~~ days complete and file an application form as described in Section 2. The City Clerk or a City Manager designee shall forward all completed applications to the Mayor for his consideration in accordance with provisions of Sections 4 and 5 above. ~~with the city clerk an application form describing his or her qualifications. The applications will be screened and processed as provided in Sections 5, 6 and 7 above.~~

Section ~~110~~. Resolution ~~2647-2690~~ is hereby repealed.

Section ~~121~~. Effective Date.

This Resolution shall be effective upon passage.

Section ~~132~~. Business Impact.

The Council determines that this resolution does not impose any direct and significant economic burden on a business nor is it likely to directly restrict the formation, operation or expansion of a business within the meaning of NRS Chapter 237.

Section- ~~1314~~. General Provisions-

The officers of the City are hereby authorized and directed to take all action necessary to effectuate the provisions of this resolution. The provisions of this resolution shall be liberally construed to effectively carry out its purposes. In the event that any provision in this resolution is deemed void, invalid or unenforceable by a court of competent jurisdiction, then such offending provision shall be severed from this resolution and all the remaining provisions shall remain in full force and effect.

PASSED AND ADOPTED on this 23rd day of OCTOBER, ~~2000~~2017, by the following vote of the City Council:

AYES: ~~_____MAYER, SALERNO, MARTINI, ZIVE_____~~

NAYS: ~~_____CARRIGAN_____~~

ABSENT: ~~_____NONE_____~~

ABSTAIN: ~~_____NONE_____~~

APPROVED this 23rd day of OCTOBER, ~~2000~~2017

~~Tony Armstrong~~Geno Martini, Mayor

ATTEST:

APPROVED AS TO FORM AND LEGALITY:

By _____
~~Deborine J. Dolan~~Teresa Gardner, City Clerk

By _____
Chester Adams, City Attorney