



CITY OF SURPRISE
Boards and Commission Nominations Committee
16000 N. Civic Center Plaza
Surprise, AZ 85374
Wednesday, April 13, 2022 @ 3:30 PM
COUNCIL OVERFLOW ROOM

- A. Call To Order
- B. Roll Call
- C. Pledge of Allegiance
- D. Current Events and Reports
- E. Staff Reports
- F. Boards and Commissions Nominations Committee

CALL TO THE PUBLIC:

INSTRUCTIONS: In order to address the Board\Commission, you will need to fill out a Call to the Public Form available at the front counter, and then turn it in to the Secretary before the meeting begins.

Note: A.R.S. 38-431.01(H) - During this time members of the public may address the Board\Commission only on issues within the jurisdiction of the Board\Commission which are not an item on the agenda. At the conclusion of the open call, the Board\Commission may respond to criticism, may ask staff to review the matter or may ask that the matter be put on a future agenda. No discussion or action shall take place on any item raised.

CONSENT AGENDA:

- | | | | |
|----|----------|--|--|
| 1. | Internal | Consideration and action to approve the Boards and Commissions Nominations Committee Meeting held on November 9, 2021. | None

Sherry Aguilar
City Clerk |
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REGULAR AGENDA ITEM - NON-PUBLIC HEARING:

- | | | | |
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| 2. | Internal | The Boards and Commissions Nominations Committee will interview applicants for the following vacancies: Arts and Cultural Advisory Commission – 1 vacancy - Term Exp. 06/30/2023 and Veterans, Disability and Human Services Commission - 2 vacancies both with term expirations of June 30, 2023. | None

Sherry Aguilar
City Clerk |
|----|----------|--|--|

- G. Other Business and Future Agenda Items
- H. Executive Session

For information purposes: Upon a public majority vote of a quorum ("Commission"), the Commission may hold an executive session, which will not be open to the public, but for only the following purposes: discussion or consideration of records exempt by law from public inspection (A.R.S. §38-431.03(A)(2));

or discussion or consultation for legal advice with the attorney or attorneys of the public body (A.R.S. §38-431.03(A)(3)).

Confidentiality Requirements: Pursuant to A.R.S. §38-431.03(C)(D), any person receiving executive session information pursuant to A.R.S. §38-431.02 shall not disclose that information except to the Attorney General or County Attorney or by agreement of the Commission, or as otherwise ordered by a court of competent jurisdiction.

The Commission may vote to hold an executive session for the purpose of obtaining legal advice from the Commission's attorney on any matter listed on the agenda pursuant to A.R.S. § 38-431.03(A)(3).

I. Adjournment

SHERRY ANN AGUILAR, CITY CLERK, MMC

POSTED: MONDAY, APRIL 11, 2022 @ 2:10 P.M.

SPECIAL NOTE: PERSONS WITH SPECIAL ACCESSIBILITY NEEDS, INCLUDING LARGE PRINT MATERIALS OR INTERPRETER, SHOULD CONTACT THE CITY CLERK'S OFFICE @ 623.222.1200 OR TTY 623.222.1002, BY NO LATER THAN 24 HOURS IN ADVANCE OF THE REGULAR SCHEDULED MEETING TIME.



CITY OF SURPRISE
Boards and Commission Nominations Committee

Council Meeting Date: April 13, 2022
Submitting Department: City Clerk
Staff Recommendations: None

Contact Person: Sherry Aguilar, City Clerk
District: Internal

Consent: Yes Regular: No Public Hearing: No Report/Discussion: No

Agenda Wording:

Consideration and action to approve the Boards and Commissions Nominations Committee Meeting held on November 9, 2021.

Motion:

I move to approve the Boards and Commissions Nominations Committee Meeting held on November 9, 2021.

Background:

Objective Analysis:

Policy Compliant:

Financial Impact:

Budget Impact:

FTE Impact:

ATTACHMENTS:

1. BCNC Minutes 11092021
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**CITY OF SURPRISE
Board and Commission Nomination
Committee Meeting
16000 North Civic Center Plaza
Surprise, AZ 85374**

Tuesday, November 9, 2021 - 4:00 p.m.

Call to Order @ 4:01 p.m.

Roll Call – All Committee members were present.

Councilmember Roland F. Winters, Jr. (Chair) called the **Board and Commission Nomination Committee** to order at 4:01 p.m. at Surprise City Hall, Community Room - 16000 North Civic Center Plaza Surprise, Arizona 85374, on **Tuesday, November 9, 2021**. Also in attendance with Chair, Roland F. Winters, Jr., Committee Member, Ken Remley and Committee Member, Alyson Cline.

Staff Present: City Clerk, Sherry Ann Aguilar.

Other Attendees: Ron Jensen, Vice-Chair of the Parks and Recreation Commission.

CALL TO THE PUBLIC: None received.

REGULAR AGENDA ITEMS:

1. Consideration and action to approve the Nominations Committee Meeting minutes from Tuesday, December 8, 2020 – **APPROVED**.

Committee Member Remley made the motion to approve the Nominations Committee Meeting minutes from December 8, 2020. Committee Member Cline seconded the motion. Motion carried.

2. The Nominations Committee will conduct interviews for the following Board and Commission Vacancies:

Board of Trustees – 1 vacancy - Term Exp. 06/30/2024

Parks & Recreation - 1 vacancy - Term Exp. 06/30/2023

General consensus of the Committee Members were to recommend the following applicants to fill the vacancies and recommend to the City Council for consideration on December 7, 2021.

Board of Trustees – 1 vacancy - Term Exp. 06/30/2024 - Recommended Barbara Minick

Parks & Recreation - 1 vacancy - Term Exp. 06/30/2023 - Recommended Brent Bailey

Adjournment:

Committee Member, Alyson Cline made the motion to adjourn the **Boards and Commissions Nomination Committee** of Tuesday, November 9, 2021 @ 5:22 p.m. Seconded by Committee Member, Ken Remley. Motion carried.

Chair, Roland F. Winters, Jr.

ATTEST:

City Clerk/Deputy Clerk



CITY OF SURPRISE
Boards and Commission Nominations Committee

Council Meeting Date: April 13, 2022
Submitting Department: City Clerk
Staff Recommendations: None

Contact Person: Sherry Aguilar, City Clerk
District: Internal

Consent: No	Regular: Yes	Public Hearing: No	Report/Discussion: No
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Agenda Wording:

The Boards and Commissions Nominations Committee will interview applicants for the following vacancies: Arts and Cultural Advisory Commission – 1 vacancy - Term Exp. 06/30/2023 and Veterans, Disability and Human Services Commission - 2 vacancies both with term expirations of June 30, 2023.

Motion:

The Boards and Commissions Nominations Committee will hold interviews and make recommendations to the Mayor and Council on the April 19, 2022 Regular Council Meeting.

Background:

Sec. 2-296. - Member selection and replacement process.

The following process will apply to all openings or vacancies for appointment to a public body, unless otherwise indicated in the ordinance or resolution creating the body:

(a)

Application process.

(1)

Upon notice of a vacancy, the city clerk will promptly notify the nominations committee chair, and post all vacancies on the city website. Vacancies will also be posted at all designated posting locations, no later than three business days after a vacancy is created and continue such posting until the position is filled.

(2)

The city clerk will maintain and distribute applications to all persons interested in being a member of a public body.

(3)

All persons, including current members seeking reappointment, interested in becoming a member of a public body must submit an application to the city clerk's office. Only applications received by the

city clerk's office may be considered for body vacancies. Members with expiring terms who submit a timely application will automatically be nominated for reappointment unless the nominations committee decides to open the reappointment process to competition. Notice of the nomination committee's decision will be provided to the member no less than ten business days after referral by the city clerk. The committee's decision is final and may be with or without cause.

(4)

All applications will be accepted on an open rolling basis and will be maintained as an active application for four years.

(b)

Boards and commissions nominations committee.

(1)

The mayor will designate one city council member to serve as the chair of the nominations committee, who will serve on an ongoing basis until such time as the mayor makes a new designation.

(2)

The chair will select two additional city council members to serve on the nominations committee. At the discretion of the chair, the chair or designee of the respective public body may also serve on the nominations committee.

(3)

The nominations committee will interview all qualified applicants. All applicants will be asked the same questions in order to ensure that a fair assessment can be made of each applicant; however, additional questions may be asked for purposes of clarification after the standard questions have been asked.

(4)

The committee will submit the names of qualified applicants selected for nomination to a public body to the city clerk on an agenda action form. The committee, in its sole discretion, may submit the name of a qualified applicant who has completed the application process through interview, for any subsequent vacancy occurring within ninety days of the applicant's interview. In the event the committee exercises this discretion, the application process set forth in this section is waived.

(5)

The committee shall investigate and resolve, short of removal, any allegation of nonfeasance or malfeasance against a public body member. In the event the committee is unable to satisfactorily resolve the matter, or because of the severity of the substantiated conduct, the committee concludes removal is appropriate, the committee shall submit a report including findings and conclusions and a recommendation to city council for consideration and action. In administering this provision, the committee's actions should be progressive, from least punitive to the most punitive measure.

(c)

Appointment.

(1)

The city clerk will place the nomination for appointment on the agenda for the next available regular city council meeting and provide the nominees with the date, time, location and any other appropriate information regarding the city council meeting at which their possible appointment will be discussed.

(2)

Appointment of any nominee requires an affirmative vote by a majority of city council in attendance

at a properly noticed city council meeting.

(3)

The city clerk will swear in all newly appointed members prior to acting in the capacity as a body member.

(Ord. No. 2014-14, § 5(Exh. A), 11-23-2014; Ord. No. 2018-11, § 1, 8-7-18)

Objective Analysis:

Policy Compliant:

Financial Impact:

Budget Impact:

FTE Impact:

ATTACHMENTS:

1. INTERVIEW SCH TEMPLATE 2022

NOMINATIONS COMMITTEE BOARDS & COMMISSIONS INTERVIEW SCHEDULE

Wed., April 13, 2022 – Starting at 3:30 p.m.

Arts & Cultural Advisory Commission – 1 Vacancy – term ends 06/30/2023

Veterans, Disability and Human Services Commission – 2 Vacancies – Both terms end 06/30/2023

BOARD/COMMISSION:

NAME:

TIME:

ARTS	Crystal Kupper	3:30 p.m.
ARTS	Frank Nainoa	4:00 P.M.
ARTS	Chris Whitwell	4:20 P.M.
ARTS	Charlotte Pullins	4:30 P.M.
VETERANS	Allison Wisniewski	4:50 P.M.
VETERANS	Annie Ansell	5:00 P.M.
VETERANS	Jascia Redwine	5:10 P.M.
VETERANS	Jennifer Quintero	5:20 P.M.
VETERANS	Mary McClendon	5:30 P.M.
VETERANS	Michael Maisano	5:40 P.M.