

## ATTACHMENT #1

### (b) Term Limitations.

The term of appointees to a City Commission, Committee or Board shall be one (1) term unless reappointed by the Council. The term of appointees serving on outside organizations and regional authorities, and any term limits applicable thereto shall be subject to the policies and procedures of such organization or regional authority.

The following provisions shall apply to City Commission, Committee, and Board appointees. Appointees are limited to two (2) consecutive two-year terms of membership on a specific commission, committee, or board, including a partial term. An appointee may not be reappointed to the same Commission, Committee, or Board after completion of two consecutive terms, including a partial term. After serving a maximum of two two-year terms (including a partial term), an appointee shall not be reappointed to the same commission, committee or board unless at least one year has elapsed between the expired term limit and the effective date of commencement of the new term. Notwithstanding any provision to the contrary, an appointee shall not be precluded at any time following completion of service on a Commission, Committee or Board from being appointed to another commission, committee, or board without the lapse of time between appointments. Notwithstanding any provision to the contrary, if a committee is placed on hiatus by City Council action, the appointee's term is considered active and continuous; therefore, any period that the committee is on hiatus shall be included as part of appointee's term.

### (c) Outreach Efforts.

Staff will employ one or more of the following methods of outreach to attract applications from qualified candidates: (1) send letters to persons who previously have applied for a City appointment for any City Commission, Committee or Board, and who wish to be notified of open positions, and to other individuals who have expressed interest in notification of such openings (list to be maintained by City Clerk's office); (2) place notice of vacancies in the City's newsletter, and/or in a separate flyer; (3) publish notice of vacancies in a local newspaper; or (4) place notice on the City's website.

### (d) Application Process.

Each applicant shall be given an application packet that will include: an informational document including the eligibility criteria for appointment and a description of the role and responsibilities of the City Commission, Committee or Board; frequency, time, and location of meetings; Code of Ethics, Fair Political Practices Commission (FPPC) financial disclosure requirements; and reference to California open meetings law.

### (e) Selection Process.

As a part of the selection/appointment process applicable to proposed members other than Council Members, the Council may interview any or all the individual's submitting applications, as