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**COUNCIL SUBCOMMITTEE ON BOARDS,  
COMMISSIONS AND COMMITTEES**

**April 11, 2018**

**6:00 P.M.**

**Avondale City Hall – Ocotillo Room**

**AGENDA**

**Summary of Actions**

1. Call to Order
2. Board, Commission and Committee Application for Appointment – **Approved (application formatting)**
  - a. Review reformatted application
  - b. Finalize and approve
3. Discussion of current vacancies and recruitment – **Discussion held**
4. Update on restructuring of CIP Committee – **Discussion held**
5. Adjournment

Respectfully submitted,

A handwritten signature in black ink that reads "Carmen Martinez".

Carmen Martinez, MMC  
City Clerk

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## **COUNCIL SUBCOMMITTEE ON BOARDS, COMMISSIONS AND COMMITTEES**

April 11, 2018 - 6:14 P.M.

Avondale City Hall – Ocotillo Room

### **MINUTES**

#### **MEMBERS PRESENT**

Vice Mayor Kilgore  
Council Member Pineda

#### **ABSENT/EXCUSED**

Council Member Dennis

#### **ALSO PRESENT**

Carmen Martinez, City Clerk

#### **2 BOARD, COMMISSION AND COMMITTEE APPLICATION FOR APPOINTMENT**

Carmen shared with Committee members the reformatted application she prepared based on the Committee's feedback during an earlier meeting. She explained that if the committee approves, she will publish the application on the city's website.

Vice Mayor Kilgore moved to approve the application; Council Member Pineda seconded the motion. Motion carried unanimously.

#### **3 DISCUSSION OF CURRENT VACANCIES AND RECRUITMENT**

Carmen reviewed the vacancies currently in the city's BCCs and indicated that the most critical is the Art Committee as they have three regular member vacancies and two alternate member vacancies. She indicated that the new edition of the RAVE is coming out in a few weeks and includes an ad to recruit members; a small ad will be published in the newspaper as well. The opportunity to apply will also be promoted through social media posts and all current BCC members will receive an email urging them to invite their family, friends and neighbors to apply.

Members agreed that a Meet and Greet will be held the first week in June and recommendations for appointment will be considered by Council on June 18, 2018. Carmen will schedule.

Vice Mayor Kilgore asked that the graphic be shared with Council so that they can in turn share in their social media accounts, etc. He emphasized that the best recruitment happens when Council Members themselves recruit members.

#### **4 UPDATE ON RESTRUCTURING OF CIP CITIZENS' COMMITTEE**

Carmen explained that the purpose of this item was to revisit an item that had been discussed with the subcommittee previously. The Art Committee, PRLAB and EENRC have discussed the concept of

restructuring the CIP Committee's membership to include two representatives from their respective committees/boards and they have all been expressed support for moving forward with this concept. The NFSC will discuss this during their next meeting in June. Carmen shared with the members the language she will be submitting to the City Attorney's office. She explained that she is planning to present the proposed restructuring of the CIP Citizens' Committee to the Council during a work session on July 2<sup>nd</sup> and adoption of the resolution will be considered by Council on July 16<sup>th</sup>. Vice Mayor Kilgore and Council Member Pineda indicated they were in favor of moving forward with this item.

## **5 ADJOURNMENT**

There being no further business before the subcommittee, the meeting was adjourned at 6:20 pm.

Respectfully submitted,

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Carmen Martinez, MMC  
City Clerk