

# Boards & Commissions Transmittal

July 7, 2022

Key Staff Contact: Allie Powell, Assistant City Clerk, 350-9746

## Interview Date

July 8, 2022

## Council Interview Team

Councilmembers DeBoutez and Clark

## Council Appointment Date

July 19, 2022

## Boards and Commissions Being Interviewed

- **Downtown Development Authority**
- **Historic Preservation Commission**
- **Island Grove Park Advisory Board**
- **Construction Trades Advisory & Appeals Board**
- **Youth Commission**

## Council's Recruitment and Qualifications Policy

General recruitment efforts shall be made with special measures being taken to balance ward representation and attract minority and special population applicants. Generally, volunteers will be limited to serving on one board or commission at a time. (14.2. (c)(2) City Council, Policies and Protocol)

Demographic information of existing board members and any specialty requirements are contained within the attached Membership Rosters.

## Legal Issues

The City Attorney's Office reviewed the applications and the attached memorandum addresses any potential conflicts of interest.

It should be noted that there is a possibility that the applicants currently serve as a volunteer on a board or commission besides the one they are applying to. It is also important to point out to the applicants that there are always potential conflicts that exist with business and investments, current jobs or relatives and family members coming before the Board or Commission.

Should such conflicts arise, the Board or Commission member simply excuses themselves from that particular item but such a potential conflict does not preclude anyone from serving on a Board or Commission in general, just that particular agenda item.

## Applicable Council Goal or Objective

Infrastructure & Growth – Establish the capital & human infrastructure to support & maintain a safe, competitive, appealing, and dynamic community.

## Decision Options

1. Recommend candidates for appointment; or
2. Direct staff to re-advertise applicable vacancy.

## Attachments

1. Interview Schedule
2. Conflict Memorandum from City Attorney's Office
3. Sample Ballot
4. Membership Rosters & Input from above mentioned Boards and Commissions
5. Applications of those being considered for interview and/or considered for appointment

Transmittal reviewed by:  Raymond Lee, City Manager  Heidi Leatherwood, City Clerk  
City Council Agenda - City of Greeley, Colorado