



City of Needles, California Request for City Council Action

CITY COUNCIL NPUA

Regular Special

Meeting Date: April 28, 2026

Title: Interviews / appointments to fill vacancies on various Boards and Commissions.

Background: The following vacancies were posted and published in the Needles Desert Star on April 8 and 15, 2026. No applications were received.

Planning Commission (Meets first Wednesday of each month at 4:00 p.m.)

- One vacancy (term expires December 31, 2027)

Cemetery Advisory Board (Meets quarterly (January, April, July, October) on the third Thursday at 3:00 p.m.)

- Four total vacancies:
 - Two terms expiring December 31, 2026
 - One term expiring December 31, 2027
 - One term expiring December 31, 2029

Housing Commission (Meets fourth Wednesday of each month at 4:00 p.m.)

- One vacancy (term expires December 31, 2027)

The City Clerk has completed the required noticing process; however, with no applications received, there are no candidates available for appointment. As a result, City Council direction is needed on how to proceed with filling these vacancies.

Given the number of vacancies on the Cemetery Advisory Board and the lack of applicant interest, staff is also seeking direction from City Council on whether to continue recruitment efforts or consider dissolution of the Cemetery Advisory Board.

Options for Council Consideration:

- **Option 1:** Direct staff to re-advertise all vacancies
- **Option 2:** Direct staff to expand outreach efforts to recruit applicants
- **Option 3:** Direct staff to bring back an ordinance to dissolve the Cemetery Advisory Board
- **Option 4:** Leave vacancies open and revisit at a future date

Recommendation: Provide staff direction

Submitted By: Candace Clark, City Clerk

City Management Review: Patrick J. Martinez

Date: 4/24/2026

Other Department (when necessary): _____

Date: _____