



CITY OF BANNING STAFF REPORT

TO: CITY COUNCIL

FROM: Arturo Vela, Interim City Manager

PREPARED BY: Sandra Calderon, Acting Deputy City Clerk

MEETING DATE: December 9, 2025

SUBJECT: Parks and Recreation Commission Interview to fill the vacancy in Position 4, with a term ending January 31, 2027, on the Banning Parks and Recreation Commission.

RECOMMENDATION:

Conduct an interview with the applicant to fill a vacancy on the Banning Parks and Recreation Commission, Position 4, term ending January 31, 2027.

BACKGROUND:

The Parks and Recreation Commission's rules and responsibilities are governed by Chapter 2.40 of the Municipal Code. The Commission's main function is to serve as an advisory board to the City Council and the Parks and Recreation Director for the purpose of the formulation of rules, regulations and policies for all parks and recreation programs, activities, and fees.

The Banning Municipal Code Section 2.40.030 requires applications be made available and vacancies announced at least two months prior to the vacancy. The vacancy was advertised on the City's website and across social media platforms for more than the minimum two months required. The application period closed on Monday, November 17, 2025, at 5:00 p.m. and the City received one application.

JUSTIFICATION:

One application was received for the Parks and Recreation Commission vacancy. The submitted application is included in the report for the Council's review and consideration.

FISCAL IMPACT:

None

ALTERNATIVES:

1. Interview qualified candidate for appointment to the Parks and Recreation Commission and appoint member to the Commission.
2. Do not make appointment to Parks and Recreation Commission and provide alternate direction to staff.

BUDGETED?:

No

CONTRACT/AGREEMENT:

No

ATTACHMENTS:

1. [P & R Commissioner Job Description.pdf](#)
2. [2025 11 14_Application_Rita Chapparosa.pdf](#)
3. [Banning__CA_Code_of_Ordinances_2.40.pdf](#)
4. [Interview Questions - Parks and Recreation Commissioner Applicants.pdf](#)