



CITY OF BANNING STAFF REPORT

TO: CITY COUNCIL
FROM: Douglas Schulze, City Manager
PREPARED BY: Caroline Patton, Administrative City Clerk
MEETING DATE: January 28, 2025
SUBJECT: Parks and Recreation Commission Interviews for Positions 1 & 2

RECOMMENDATION:

Conduct interviews to fill Parks and Recreation Commission vacancies for Positions 1 & 2.

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 vacancies were advertised on the City's website and across social media platforms starting October 2024. Public notice of these vacancies was placed in the Record Gazette on October 11, 2024. The application period closed on Friday, December 20, 2024.

JUSTIFICATION:

Four applications were received for the Parks and Recreation Commission vacancies and are up for consideration:

- Key Fragas
- Michael Gonzales
- Steven Lapham
- Charissa Preuss

Staff recommend asking each applicant the following questions:

1. Tell us briefly about yourself (qualities/experience/expertise) and why you are interested on being on the City's Parks & Recreation Commission.
2. Explain your knowledge of the Parks & Recreation Commission's roles and responsibilities for City services and how it contributes to creating a quality of life for the residents and people who visit the community.

FISCAL IMPACT:

N/A

ALTERNATIVES:

N/A

BUDGETED?:

No

CONTRACT/AGREEMENT:

No

ATTACHMENTS:

1. [Parks and Recreation Commission Applications.pdf](#)
2. [Banning MC Section 2.40.pdf](#)
3. [2024 10 11_Affidavit - Parks and Rec Vacancies Notice.pdf](#)