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 Appointments for Positions 1 & 2**

RECOMMENDATION:
Appoint up to two applicants to fill two vacancies, Positions 1 & 2, on the Banning Parks and Recreation Commission.

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

The candidates will be interviewed in a Special Meeting - Workshop on January 28, 2025 beginning at 4:00 p.m. Staff recommend appointing two members to the City's Parks and Recreation Commission from among these applicants.

FISCAL IMPACT:
N/A

ALTERNATIVES:
City Council could choose to (1) appoint two applicants to the vacant positions; (2) appoint one applicant to a single position; and (3) appoint no applicants and direct staff to reopen the recruitment.

BUDGETED?:

No

CONTRACT/AGREEMENT:

No

ATTACHMENTS:

1. Parks and Recreation Commission Applications.pdf
2. Banning, CA Code of Ordinances Section 2.40.pdf
3. 2024 10 11_Affidavit - Parks and Rec Vacancies Notice.pdf