



Agenda Item: 14.A  
Date of Meeting: March 11, 2024  
Department: Community Services

## STAFF REPORT

To: City Council  
From: Dan McElroy  
Subject: **Parks and Recreation Commission** - Appoint one commissioner to fill a scheduled vacancy on the Parks and Recreation Commission with a term ending on May 13, 2024.  
Prepared On: March 5, 2024  
Attachments: Letter requesting reappointment C.Underhill 2024 03 04.pdf  
Attach B\_A-3 COMM APPOINTMENTS - COUNCIL POLICY MANUAL.pdf

---

### Background/History:

According to the City Council Policy Manual under Section A-3 Commission Appointments, Procedure for filling vacancies on the Planning Commission, and Parks and Recreation Commission, it states, "1. Except as otherwise determined by the City Council, approximately two months before the expiration of an existing term, the City shall advertise and seek applicants for the upcoming vacancy. Notice of the advertisement is to be provided to the Council Members. Incumbents, as well as new applicants, are encouraged to apply." Under this policy the Council has the option to not advertise and seek applicants for the upcoming vacancy should they wish to consider reappointing the current commissioner, Cheryl Underhill, whose current term ends on May 13, 2024.

### Analysis/Discussion:

Cheryl Underhill has provided 12 years of service on the Parks and Recreation Commission. In that time has given guidance and direction for the many improvements at the City Park. Commissioner Underhill looks forward to the opportunity to support the goals and future plans for the City Parks. Parks and Recreation Commissioner Cheryl Underhill addressed a letter dated March 1, 2024, to the City Council requesting to be reappointed.

### Economic Impacts:

There are no economic impacts.

### Budget Impacts:

There are no budget impacts, however, the City's Fiscal Year 2023-2024 Budget includes compensation of no more than \$50.00 per month for up to five Parks and Recreation

Commissioners pursuant to the City of Bishop Municipal Code.

Legal Review:

City Attorney Pucci has reviewed this item and finds that the recommended action complies with the law.

Recommended Action:

Council consideration to reappoint Cheryl Underhill to the Parks and Recreation Commission with a term ending on May 13, 2028.

Approved By: Ethan Aukee 3/5/2024

Approved By: Robin Picken 3/5/2024

Approved By:

Approved By: