



## 2018 Commission and Board Appointments

Thank you for your interest in serving on a Commission or Board of the City of Palm Springs. The Boards and Commissions perform a critical role in the governance of the City and in the relationship between the City Council, City Staff and the community in which we serve. Volunteer Board Members and Commissioners perform administrative functions, advise the City Council with various policies and programs and assist in the two-way communication between the City and its citizens.

### Openings for Terms Beginning July 1, 2018 - Updated

Administrative Appeals Board	7 positions	2 members eligible for re-appointment; 5 alternates
Architectural Advisory Committee	2 positions	2 members not eligible for re-appointment
Airport Commission	4 positions	3 members eligible for re-appointment; 1 not eligible
Board of Appeals	2 positions	2 vacancies; (no term limits)
Board of Library Trustees	2 positions	2 members not eligible
Historic Site Board	2 positions	1 member eligible for re-appointment
Human Rights Commission	3 positions	3 members eligible for re-appointment
Measure "J" Oversight Comm.	4 positions	4 members not eligible for re-appointment
Parks & Recreation Commission	4 positions	1 member eligible for re-appointment; 1 not eligible; 2 vacancies
Personnel Board	1 position	1 vacancy
Planning Commission	3 positions	1 member eligible for re-appointment; 2 not eligible
Public Arts Commission	3 positions	3 members eligible for re-appointment
Rent Review Commission	4 positions	4 vacancies
Sustainability Commission	3 positions	2 members eligible for re-appointment; 1 not eligible
VillageFest Board	2 positions	1 member eligible for re-appointment; 1 not eligible

Terms are for 3-years. Some existing members are eligible for reappointment for another 3-year term; however, all members requesting reappointment must re-apply during the recruitment process to be considered for reappointment.

### Who can Apply and Qualifications

Applicants must be residents and registered voters, of the City of Palm Springs; and may not be an employee or have a current application for employment with the City of Palm Springs. In order to apply, you must have attended a board/commission meeting in-person, you may apply for up to two commissions/boards; however, you may only serve on one. The City Council is looking for candidates who demonstrate that, by their background, experience and education, they will be enthusiastic and knowledgeable commissioners who will exercise sound judgment. Other factors in the selection process include whether the candidates reflect the social, ethnic and cultural diversity of the City and of the Commission or Board membership they are seeking.

### How to Apply. Filing Deadline Extended.

Please file your completed application with the Office of the City Clerk, by Fax (760) 322-8332, in-person or by mail at 3200 E. Tahquitz Canyon Way, Palm Springs, CA 92262. Additionally, you may complete an application online at the following address: <http://www.palmspringsca.gov/government/boards-and-commissions>. Please file your completed application as soon as possible. Applications will be accepted until the positions are filled.

### The Next Step

All appointments are made by the City Council. Generally, a City Council subcommittee will screen applications and conduct interviews. The City Council subcommittee makes recommendations to the entire City Council, who makes final appointments, usually their last meeting in June.

### Additional Information

For additional information please contact the Office of the City Clerk at (760) 323-8204 or via email at [CityClerk@palmspringsca.gov](mailto:CityClerk@palmspringsca.gov).

## Commission and Board Descriptions

**Administrative Appeals Board:** A five-member/five-alternates board whose members meet on call as needed. This board was established to hear appeals on actions taken by an administrative officer or administrative agency of the city relating to ministerial enforcement of the provisions of the Municipal Code.

**Airport Commission:** A nineteen-member commission whose members meet on the second Wednesday of each month at 8:00 a.m. in the 2<sup>nd</sup> Floor Airport Terminal Building Conference Room. The commission advises the Council on matters concerning the Palm Springs Airport. Included within its scope are the areas of acquisition, development, financing and lease arrangements, present/future operation plans and budget.

**Board of Appeals:** A seven-member board, with no specific terms, comprised of building industry experts, whose prime responsibilities are to determine suitability of alternate materials and methods of construction and to provide reasonable interpretations of the Building Code and Fire Code.

**Board of Library Trustees:** A five-member board whose members meet on the fourth Thursday of each month at 3:00 p.m. in the Large Conference Room at City Hall. The board reviews and amends library policy, reviews progress reports, discusses immediate and long-range library planning, prepares an annual budget, administers the Library Trust Fund, and prepares an annual report for the City Council and State Library.

**Historic Site Preservation Board:** A seven-member board whose members meet on the second Tuesday of each month at 9:00 a.m. in the Large Conference Room, at City Hall. This board was established to nominate and recommend to City Council potential historic sites and the designation of historic districts within the City. Responsibilities also include designating sites for plaques within the City.

**Human Rights Commission:** A nine-member commission whose members meet on the second Monday of each month at 3:00 p.m., in the Large Conference Room at City Hall. This commission was formed to promote improved relations, civic peace, inter-group understanding, and the full acceptance, respect and participation of all persons in all aspects of community life so that all will be equal in the eyes of each other. Responsibilities include developing community education programs, investigating and mediating instances of discrimination of groups or individuals.

**Measure “J” Oversight Commission:** A nine-member commission created to review and make recommendations to the City Council on the use of funds generated by the implementation of Measure “J,” a 1% transactions, sales, and use tax for a specific period. This Commission meets on the third Thursday of each month at 4:00 p.m. in the Large Conference Room at City Hall.

**Parks and Recreation Commission:** An 11-member commission, including one non-voting member from Palm Springs Unified School District, whose members meet on the third Tuesday of each month at 2:30 p.m. in the Large Conference Room at City Hall. The commission functions in an advisory capacity to the City Council on matters relating to existing and proposed human services programs, planning and monitoring of parks and recreational services, operations of the municipal golf course, special events, and leisure services programs and activities.

**Personnel Board:** A five-member board, two chosen by the City Council, two by secret ballot of the City employees, and one by the other four members. It meets on an as-needed basis. This Board hears appeals by any City employee, makes recommendations on amendments to the personnel rules, and on any matter of personnel administration within the limits of a request of the City Council or City Manager.

**Planning Commission:** A seven-member commission whose members meet on the second and fourth Wednesdays of each month, at 1:30 p.m. in the Council Chamber at City Hall. This commission reviews applications and construction plans for development within the City. It further reviews and recommends action on all matters concerning the City's General Plan, Capital Improvement Program, zoning regulations and environmental matters.

**Public Arts Commission:** A seven-member commission whose members meet on the second Thursday of each month at 4:00 p.m. in the Large Conference Room at City Hall. This commission is responsible for procuring and placing visual art in and around the City of Palm Springs.

**Rent Review Commission:** A five-member commission meets on an as needed basis. This commission is empowered to hear and decide petitions for hardship rent increases, interpret the rent control ordinance of the City.

**Sustainability Commission:** An eleven-member commission whose members meet on the third Tuesday of each month at 5:00 p. m. in the Large Conference Room at City Hall. The commission reviews and makes recommendations to the City Council on issues relating to energy and natural resources conservation, educational programs and natural resource issues including water conservation, air pollution, waste management and recycling.

**VillageFest Board:** A seven-member board whose members meet on the second and fourth Tuesday of each month at 3:30 p.m., in the Large Conference Room at City Hall. The board was established to review and approve VillageFest vendors, interpret and apply rules and regulations approved by the City Council, suspend or revoke permits, and advise the City Council on matters relating to VillageFest.