

**SPECIAL AGENDA  
CITY OF FERNDALE – HUMBOLDT COUNTY CALIFORNIA – U.S.A.  
SPECIAL CITY COUNCIL MEETING**

Location:	City Hall	Date:	March 14, 2011
	834 Main Street	Time:	<b>6 pm</b>
	Ferndale CA 95536	Posted: 3/10/11	

We welcome you to the meeting. Members of the Public may be heard on any business item on this Agenda before or during the City Council consideration of the item. The public may also directly address the City Council on any item of interest to the public that is not on the Agenda during the public comment time; however, the City Council generally cannot take action on an item not on the agenda.

A person addressing the City Council will be limited to five (5) minutes unless the Mayor of the City Council grants a longer period of time. While not required, we would appreciate it if you would identify yourself with your name and address when addressing the Council.

This City endeavors to be ADA compliant. Should you require assistance with written information or access to the facility, or a hearing amplification, please call 786-4224 24 hours prior to the meeting.

**TO SPEAK ON ANY ISSUE, BE ACKNOWLEDGED BY THE MAYOR BEFORE PROCEEDING TO THE PODIUM, STATE YOUR NAME AND ADDRESS FOR THE RECORD (optional), AND DIRECT YOUR COMMENTS ONLY TO THE COUNCIL.**

1. CALL MEETING TO ORDER – Mayor
2. PLEDGE ALLEGIANCE TO THE FLAG
3. ROLL CALL – City Clerk
4. --
5. MODIFICATIONS TO THE AGENDA
6. --
7. PUBLIC COMMENT. (This time is for persons who wish to address the Council on any matter not on this agenda and over which the Council has jurisdiction. Items requiring Council action not listed on this agenda will be placed on the next regular agenda for consideration, unless a finding is made by at least 2/3<sup>rd</sup>s of the Council that the item came up after the agenda was posted and is of an urgent nature requiring immediate action. This portion of the meeting will be approximately 30 minutes total for all speakers, with each speaker given no more than five minutes.)
8. --
9. --
10. --
11. BUSINESS
  - a. Consider Submitting Mayor Farley as candidate for Coastal Commission to Mayor Selection Committee
12. --
13. --
14. ---
15. ---
16. ADJOURN

**This notice is posted in compliance with Government Code §54954.2.  
The next Regular Meeting of the Ferndale City Council will be held on  
THURSDAY, April 7, 2011 in the Auditorium of City Hall at 7:00pm**

Meeting Date:	March 14, 2011	Agenda Item Number	11a
Agenda Item Title:	Consider Submitting Mayor Farley as candidate for Coastal Commission to Mayor Selection Committee.		
Presented By:	City Manager Jay Parrish		
Type of Item:	<input checked="" type="checkbox"/> Action	<input type="checkbox"/> Discussion	<input type="checkbox"/> Information
Action Required:	<input type="checkbox"/> No Action	<input checked="" type="checkbox"/> Voice Vote	<input type="checkbox"/> Roll Call Vote

**RECOMMENDATION:**

Consider Submitting Mayor Farley as candidate for Coastal Commission to Mayor Selection Committee.

**INTRODUCTION:**

The Mayors City Selection Committee has been tasked to consider submitting a nomination to the Governor for an appointment to the California Coastal Commission. Mayor Farley requested this agenda item for the Council to consider recommendations to the Mayors City Selection Committee.

**DISCUSSION:**

The attached memorandum was received from the Clerk of the Board of Supervisors, requesting the Mayors City Selection Committee consider submitting a nomination to the Governor for an appointment to the California Coastal Commission.

The Humboldt County Association of Governments (HCOAG) has scheduled a meeting of the Mayors City Selection Committee for Thursday March 24<sup>th</sup> at 6:30 p.m. at the Eureka City Hall Council Chambers.

**BUDGET/FISCAL IMPACT:**

N/A

Attachment:

- Memo dated 3/4/11 from Clerk of the Board

## Mayor City Selection Committee

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March 4, 2011

### MEMORANDUM

To: Mayors City Selection Committee  
From: Debra Dees, Deputy Clerk of the Board, *Debra Dees*  
representing the City Selection Committee  
  
Re: **Mayor City Selection Committee  
California Coastal Commission Representative Appointment**

As noted in our letter dated March 2, 2011, the Mayor City Selection Committee (Committee) was requested to submit nominations for the Coastal Commission appointment. Committee Chairman, Mayor Julie Woodall, has called a Special Meeting of the City Selection Committee for this purpose to be held Thursday, March 24, 2011 at 6:30 pm, Eureka City Hall Council Chambers.

As previously noted, in order to be in compliance with Section X of City Selection Committee Rules and Procedures, you are requested to schedule an agenda item for the Coastal Commission nomination at your regularly scheduled council meeting. Staff requests that candidate information be provided to the HCAOG office by noon Friday, March 18, 2011. Additionally, a minute order or copy of meeting proceedings should be submitted to this office.

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We look forward to seeing you at the meeting. If you have any questions, regarding the nomination process, please contact me at 444-8208.

cc: Kathy Hayes, Clerk of the Board, Humboldt County

October 2000  
January 2003

## MAYORS CITY SELECTION COMMITTEE RULES AND PROCEDURES

In order to provide for more expeditious handling of growing public business, these Rules and Procedures are adopted (Proposed) by the City Selection Committee for Humboldt County pursuant to Government Code Section 50275. Wherever possible these rules are to be construed generally. For purposes of the City Selection Committee procedures, meetings shall be coordinated through the Humboldt County Association of Governments (HCAOG). In the following sections, references to the City Selection Committee shall be shown as “Committee”; and all references to “Clerk”; Secretary” and “Recording Officer” shall mean such HCAOG staff who have been designated as Deputy Clerk of the Board of Supervisors.

### I. MEETINGS

- A. The Committee shall meet semiannually in regular sessions on the fourth Thursday of April and the fourth Thursday of October.

Except when the location of the meeting is otherwise provided in the agenda, meetings will be open sessions conducted prior to regular meetings of HCAOG.

- B. Business shall be conducted commencing at 6:30 p.m.

- C. The order of business for the Committee shall be as arranged by HCAOG staff, except for matters specified by the Chairman.

- D. A matter not on the agenda will not be considered pursuant to the Brown Act. However, a member of the public may address the Committee during the Public Comment Period. There will be no formal action taken on such matter at that time, but may be referred to a future meeting date.

E. When the mayor of a city is unable to attend a meeting of the Committee, the mayor shall designate another member of the city’s legislative body to attend and vote in the mayor’s place as his/her representative.

- C. Whenever the offices of both Chairman and Vice-Chairman are vacant, an organizational meeting shall be conducted with the Clerk serving as temporary Chairman until the Committee has selected a Chairman, pursuant to Government Code 50273.

### II. ATTENDANCE AND RECORDS

- A. The Clerk shall be present at all meetings of the Committee, and shall act as the permanent secretary and recording officer.

- B. All votes and actions of the Committee shall be recorded in writing by the permanent Secretary. Such written record shall include the name of each

member and how he/she voted. All records of the Committee shall be public records.

### III. PROCEDURES

- A. Except with respect to an organizational meeting, the Committee shall work from an agenda prepared in accordance with Section V.
- B. At the first HCAOG meeting in April of each even numbered year, a Chairman and Vice Chairman shall be elected by a majority vote and shall serve for a term of two years. In their absence or inability to attend, the members of the Committee present shall select another member to act as Chairman pro tem.
- C. When motions are made by Committee members, the motion shall be stated to the Clerk by the moving Committee member.
- D. No question on a motion shall be debated or put unless the motion has been seconded. When a motion is seconded, it shall be stated by the Chairman before debate.
- E. A motion having been stated by the Chair shall be deemed to be in possession by the Committee, but it may be withdrawn at any time before decision or amendment with the assent of the second.
- F. When a question is under debate no motion shall be received unless
  - 1. To Adjourn.
  - 2. To lay on the table.
  - 3. To consider the previous question.
  - 4. To postpone to a certain date.
  - 5. To commit to Committee.
  - 6. To amend.
  - 7. To postpone indefinitely.These motions shall have preference in the above order.
- G. A motion to adjourn or a motion to fix time of adjournment shall be decided without debate.
- H. A motion to refer or lay on the table until it is decided shall include all amendments to the main question.
- I. A motion to consider the previous question shall preclude any amendment from debate to the main question and shall be put in the form "shall the main question be put to a vote."
- J. A member called to order shall relinquish the floor unless permitted to explain, and the Committee, if appealed to, shall decide on the case, but without debate. If there is no appeal the decision of the Chair shall be final.

### IV. COMMITTEES

A. The Chair, with majority consent of the Committee, shall appoint sub-committees at such times as he/she deems necessary for the proper conduct of the business of the Committee, provided that any appointments required by State law shall be made by the first HCAOG meeting in April.

B. All orders of the Committee relative to sub-committees shall specify the purpose, the length of time the sub-committee shall serve and the times and methods by which they shall report to the full Committee.

C. No sub-committees appointed by the Chairman shall include in their membership more than two Committee members, but may include within their membership any number of other City or County officials or public members.

D. The Chairman of the City Selection Committee shall be an ex-officio member of all sub-committees appointed pursuant to the foregoing rules and the Chairman is hereby empowered to call meetings of such sub-committees at such times as may be mutually agreed upon by a majority of the members of any such sub-committee.

#### V. AGENDAS

- A. Agendas for the Committee will be prepared by HCAOG staff, who shall have discretion as to when and what items shall be included while working closely with the Chairman.
- B. Items to be included on the agenda shall be submitted to HCAOG at least three weeks prior to the date of the scheduled meeting. This will permit inclusion of such agenda items in the two weeks' notice of Committee meetings required by Government Code Section 50278.
- C. Agenda requests referred to in paragraph B above shall be submitted in such form and contain such information as HCAOG staff shall prescribe.

#### VI. REFERRALS

Items referred to individual sub-committees for action by the City Selection Committee shall be routed through the HCAOG staff who shall also inform the Committee at each meeting as to the current status of such communications, and as to which sub-committees' final reports are still outstanding.

#### VII. REVIEW

The HCAOG staff and counsel shall occasionally review these Rules and Procedures and make recommendations for change to the Committee for revision.

## VIII. AMENDMENTS

Amendments to these Rules of Procedures shall be by four-sevenths vote of the Committee.

## IX. QUORUM

Representatives of a majority of the number of cities within the County entitled to representation on the City Selection Committee shall constitute a quorum of the Committee; provided, however, that a majority vote of the representatives of the number of cities within the County entitled to representation on the Committee is necessary to appoint representatives to boards, commissions and agencies. In order for the Committee to conduct its business, a quorum of members shall be necessary. Whenever a quorum is not present, the meeting shall be postponed or adjourned to a subsequent time and place, as determined by the Chairman or the Clerk. The Committee, in its role to select various city representatives for multi-county positions, may include additional representatives from cities in those respective counties.

## X. PROCEDURE FOR NOMINATING AND SELECTING CITY REPRESENTATIVES

- A. Positions to be filled by nomination from elected legislative bodies of the Committee.
- B. If the candidates should be a member of the City Selection Committee he/she may, but need not, disqualify himself/herself from participating in the voting and the member's alternate is authorized to serve and vote in his/her place for the meeting.
- C. Final voting on city representatives will be by process of elimination until a majority vote of the Committee members is reached.
- D. In order to facilitate the selection of city representative appointments and their nomination processes, candidates may submit a letter to HCAOG staff expressing their intention for seeking appointments by the Committee. Correspondence shall be submitted to HCAOG at least three weeks prior to the date of the scheduled meeting. This will provide adequate time to include nominee statements in the appropriate agenda mailings.

## XI. SPECIAL MEETINGS

The Chairman may call a special meeting of the Committee at any time, and the Chairman shall call a special meeting of the Committee upon the

written request of fifty percent (50%) of the members of the Committee. When the Chairman is required to call a special meeting pursuant to this section, the meeting shall be called and held within sixty (60) days after receipt of such written request. Within three weeks prior to the date fixed for the special meeting of the Committee, the Chairman shall notify the Clerk of the date, time and place of the special meeting. The Clerk shall give all other notices of the special meeting as required by law.

## XII. NOTICE OF MEETINGS

At least two weeks prior to the date of any meeting of the City Selection Committee, the Clerk shall give notice of the meeting to each member of the Committee. The Clerk shall also give reasonable notice to each member of the Committee of the time, date and place to which a meeting of the Committee is continued. Notwithstanding any other provisions of this section, the Clerk shall give notice of all meetings as required by the Ralph M. Brown Act. (Government Code 54950 et seq.)

## XIII. COMPENSATION

Members of the City Selection Committee shall serve without compensation.

## XIV. DECISION OF THE COMMITTEE

Except as provided in Section IX, all decisions of the City Selection Committee shall be by a majority vote of the Committee members present.