



Item No. {{item.number}} Town of Atherton

CITY COUNCIL STAFF REPORT – REGULAR AGENDA

TO: HONORABLE CHAIR AND COMMITTEE MEMBERS

FROM: RACHAEL LONDER, MANAGEMENT ANALYST II

DATE: JULY 20, 2023

SUBJECT: Discuss EPC Member Recruitment

RECOMMENDATION

It is recommended that the EPC discuss EPC member recruitment in order to fill two vacancies

BACKGROUND

The Environmental Programs Committee has five committee members who are appointed by and serve at the pleasure of the City Council. Members must be residents of the Town and generally serve terms of four years. No person shall be appointed to the Committee for more than two full consecutive terms. No compensation is awarded to members for their services. The Committee shall annually select one of its members to act as a Chair and another to act as Vice Chair. One Member of the City Council (and an alternate) is appointed as a liaison to the Committee.

The City Manager's Department is assigned overall responsibility of the Environmental Programs Committee and staff serve as the Committee's secretary. The committee shall have the following powers and duties:

- Make recommendations (programmatic and legislative) to the City Council upon
- request on all matters pertaining to the Town's natural and built environment and the Town's regional role and responsibilities as one of the communities on the San Francisco Bay Peninsula.
- Create pro-active community engagement programs for residents, commercial and public enterprises active within the Town's jurisdiction for presentation to and consideration and approval by, the City Council.

ANALYSIS

There are two current vacancies:

- 4 year term – expiring in June 2027
- 2 year term – expiring in June 2025

Interested candidates must be Atherton residents and can submit their application from the EPC's website here: <https://www.ci.atherton.ca.us/141/Environmental-Programs-Committee>. The current EPC members have the unique ability to identify community members with interest in sustainability and the environment to recruit to fill vacancies. Potential outreach ideas include connecting with Menlo School, reaching out to attendees of sustainability events, sharing the announcement in neighborhood newsletters, and posting on NextDoor.

FISCAL IMPACT

There is no fiscal impact.

GOAL ALIGNMENT

This Report and its contents are in alignment with the following Council Policy Goals:

- Goal Area E – Strengthen Community Engagement and Transparency

POLICY FOCUS

As a committee of the Council, the EPC provides programmatic and legislative recommendations to the Council. By recruiting for the two vacancies on the EPC, the committee members are ensuring that the EPC can continue as a functioning advisory body to the Council.

PUBLIC NOTICE

Public notification was achieved by posting the agenda, with this agenda item being listed, at least 72 hours prior to the meeting in print and electronically. Information about the project is also disseminated via the Town's electronic News Flash and Atherton Online. There are approximately 1,200 subscribers to the Town's electronic News Flash publications. Subscribers include residents as well as stakeholders –to include, but be not limited to, media outlets, school districts, Menlo Park Fire Protection District, service providers (water, power, and sewer), and regional elected officials.

COMMISSION/COMMITTEE FEEDBACK/REFERRAL

This item has not been before a Town Committee or Commission

ATTACHMENTS

1. EPC Website with Application
2. Committee Application PDF