

**REPORT TO MAYOR AND COUNCIL****TO THE HONORABLE MAYOR AND COUNCIL:**

DATE: March 10, 2015

**SUBJECT: ANNOUNCEMENT OF OPENINGS ON CONCORD'S BOARD OF APPEALS****Report in Brief**

In accordance with Policy and Procedure No. 89, this announcement extends a recruitment to fill two positions on the Board of Appeals. Members with expiring terms shall continue to serve until their successor is appointed, pursuant to Concord Municipal Code. All incumbents may apply for reappointment.

**Background**

The **Board of Appeals** is comprised of five members. The terms of Robert Mills and Matt Trost expired on February 28, 2015, and the terms of remaining members William M. Abend, AIA, Cesar A. Sifuentes, and John Edward Villandre expire on February 28, 2017. The Appeals Board is seeking two members willing to serve a four-year term ending February 28, 2019.

**Discussion**

The five-member **Board of Appeals** meets as needed to interpret State law and Uniform Codes pertaining to construction standards for the City. They make a determination of suitable alternate materials and methods of construction and hear appeals of orders, decisions, and determinations made by the City building official. Decisions of the board are final and may not be appealed to the City Council. Members must be residents of Concord, or of Concord's sphere of influence, who are qualified in matters of building construction.

**Public Contact**

A news release will be issued and distributed to our current distribution list following the announcement of the extension of recruitment. Letters will be sent to all current members of each commission and to all persons on record who have requested notification of recruitments. The announcement will be televised on the Concord TV Cable Channel 28 (Comcast) and Channel 29 (Astound) Community Bulletin Boards. The news release will be posted at the Senior Citizen's Center, Concord Police Department, and Concord Library buildings, in the City's agenda display case, and published on the City's Internet site.

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**Recommendation for Action**

Staff recommends that the City Council announce an extension to the recruitment to fill two positions on the Board of Appeals, and set Friday, March 27, 2015 at 5 p.m. as the deadline for receipt of applications by the City Clerk.



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