

**MINUTES
APPOINTMENT REVIEW COMMITTEE
SEPTEMBER 11, 2017 4:30 P.M.
CITY MANAGER'S CONFERENCE ROOM
CITY HALL
100 STATE STREET
BELOIT, WI 53511**

Chairman Dan Gifford called the regular meeting of the Appointment Review Committee to order at 4:30 p.m.

1. Roll Call:

Committee Members Present: Dan Gifford, Branden Jackson, Kurt Reynolds, Louise Reidenbach, Lynn Vollbrecht, Regina Dunkin, Kevin Leavy via phone

Excused: Henry Clement, Pamela George

Staff: Pamela Lathrop

2. Minutes:

Correction to the August 14, 2017 minutes: Committee member Pam George was incorrectly referred to as "Pam Gifford" in the August 14, 2017 minutes. Minutes will be corrected to reflect the correct name.

Kurt Reynolds asked about the reference under item 5, "Landmarks Commission" regarding the vacancy for an "East Side Representative." The Municipal Ordinance 1.84(2)(a) designates "Ex Officio Members" as:

3. One representative from the Bluff Street National Register Historic District or the Merrill Street National Register Historic District.
4. One representative from the Near East Side (College Park) National Register Historic District.

Landmarks Commission staff has told Appointment Review Committee members that "there isn't an actual boundary in which the representative would have to live." Ideally, there would be a designated representative from each area but applications are such that Appointment Review Committee doesn't have choices.

Motion by Louise Reidenbach to approve the corrected minutes of the August 14, 2017 meeting. Seconded by Branden Jackson, motion carried.

3. Consideration and review of existing and upcoming vacancies (September and October, 2017)

Chairman Gifford asked how the upcoming vacancies are being noticed. Regina Dunkin will mention vacancies at the next Council meeting. ARC members asked if we could put information in utility bills. Staff will check. Branden Jackson also wondered if we could approach title companies to include our information at home closings. After discussion, committee decided it would be easier to include the information with utility bills, if possible.

4. Review of City Council appointments

Committee members reviewed the Council appointments made on August 21, 2017. No comments.

5. Review of applicants for the following vacancies with recommendations to City Council:

Landmarks Commission

There are two vacancies on the Landmarks Commission due to resignations and two applications on file. The applications on file are from Chris Gallagher and Rebecca (Becky) Moffett.

Motion by Louise Reidenbach that Appointment Review accept both applications and refer to Council for appointment to the Landmarks Commission. Discussion over Chris Gallagher's application. Mr. Gallagher obtained and filled out an application form from 2005. Committee members want him to fill out the application that was updated in 2016 but they are satisfied that he provided appropriate information on the old application. The motion to accept both applications

for referral to City Council was seconded by Branden Jackson. Motion was approved by a vote of 4-1, with Mr. Reynolds voting against.

Staff asked for clarification as the two vacancies have different term lengths. Motion by Branden Jackson to recommend the appointment of **Chris Gallagher**, 259 St. Lawrence Ave. (replacing Ellen E. Joyce), to a term ending October 31, 2017. Louise Reidenbach seconded and the motion carried unanimously.

Motion by Branden Jackson to recommend the appointment of **Rebecca (Becky) Moffett**, 829 Church Street (replacing Mary Anne Carroll) as East Side Representative to a term ending October 31, 2019. Kurt Reynolds seconded and the motion carried unanimously.

ARC members would like staff to contact Mr. Gallagher again and request that he fill out the new application.

Park, Recreation and Conservation Advisory Commission

Motion by Louise Reidenbach to recommend the reappointment of incumbent **Mike Ciaramita** to a term ending September 30, 2020. Lynn Vollbrecht seconded and the motion carried.

We have an application on file for the youth term from Kristayvion Johnson. Although a student at Beloit Memorial High School, Mr. Johnson resides in the Town of Beloit and is therefore not eligible for appointment. Staff will notify him.

Traffic Review Committee

Motion by Louise Reidenbach to recommend the reappointment of incumbents **Mike Ramsden** and **Thomas H. Nee** to individual terms ending September 30, 2019. Branden Jackson seconded and the motion carried.

6. Member Participation

Kurt Reynolds complimented Thomas H. Nee on his application, which included a resume.

Committee members expressed their thanks to Branden Jackson for his years of service on the Appointment Review Committee. This was his last meeting due to a move out of the city limits. Branden assured the committee that he will continue to encourage people to apply for the municipal advisory committees. Council Vice-President Dunkin added her thanks.

Updated Information Directories were distributed and committee members expressed thanks to the City Clerk's office.

7. Citizen Participation

None

8. Adjournment

Meeting adjourned at 5:09 p.m.



Dan Gifford, Chair

10-09-17
Date

Branden Beavers Jackson, Vice-Chair

Date