City of Redmond

15670 NE 85th Street
Redmond, WA

Memorandum

Date: 10/6/2020
Meeting of: City Council

File No. AM No. 20-130
Type: Consent Item

TO: Members of the City Council
FROM: Mayor Angela Birney
DEPARTMENT DIRECTOR CONTACT(S):

Executive	Maxine Whattam	425-556-2310

DEPARTMENT STAFF:

Executive	Cheryl Xanthos	City Clerk
Executive	Kalli Biegel	Deputy City Clerk

TITLE:
Confirmation of the Parks and Trails Commissioner Appointments

OVERVIEW STATEMENT:
Three vacancies exist on our Parks and Trails Commission, due to the resignation of Susan Robertson and the term expirations of Heather Sheffer and Shailee Jain. Staff is requesting Council confirm the appointment of Jennifer Brun, James Kleppe and Kristina Wayland to the Parks and Trails Commission.

Kristina Wayland would fill the opening left by Susan Robertson. Her term would expire on March 31, 2022.

James Kleppe would fill the vacancy left by Heather Sheffer. His term would expire on March 31, 2024.

Jennifer Brun would fill the vacancy left by Shailee Jain. Her term would expire on March 31, 2024.

☐ **Additional Background Information/Description of Proposal Attached**

REQUESTED ACTION:

☐ **Receive Information** ☐ **Provide Direction** ☒ **Approve**

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
  N/A
- **Required:**
  Redmond Municipal Code 4.40.010 specifies that the appointment of new Commissioners to the Parks and Trails Commission is subject to confirmation by the Redmond City Council.
- **Council Request:**

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N/A

- **Other Key Facts:**
  These candidates were interviewed by the Council at a Special Meeting on September 15, 2020.

OUTCOMES:
Appointing Jennifer Brun, James Kleppe and Kristina Wayland would fill the three existing vacancies on our Parks and Trails Commission.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**
  N/A
- **Outreach Methods and Results:**
  The Parks and Trails Commission vacancies were advertised and open to the public, and all completed applications were considered.
- **Feedback Summary:**
  N/A

BUDGET IMPACT:

Total Cost:
N/A

Approved in current biennial budget: ☐ **Yes** ☐ **No** ☒ **N/A**

Budget Offer Number:
N/A

Budget Priority:
N/A

Other budget impacts or additional costs: ☐ **Yes** ☐ **No** ☒ **N/A**
If yes, explain:
N/A

Funding source(s):
N/A

Budget/Funding Constraints:
N/A

☐ **Additional budget details attached**

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
9/15/2020	Special Meeting	Receive Information

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
	None proposed at this time	N/A

Time Constraints:
The positions are currently vacant.

ANTICIPATED RESULT IF NOT APPROVED:
The Mayor would need to interview additional candidates to fill the vacancies.

ATTACHMENTS:
None.