

**City of Simi Valley
Staff Report**

April 20, 2026

To: City Council

From: Department of Environmental Services
Stratis Perros, Environmental Services Director

Subject: Designation of City Council Members to interview and nominate prospective Neighborhood Council Executive Board Members

Staff Recommendation

It is recommended that the City Council appoint two subcommittees, each comprised of two City Council members, to interview and nominate prospective Neighborhood Council Executive Board Members.

Background

Neighborhood Council Executive Board Members serve staggered two-year terms, with approximately one-third of the seats expiring every eight months. The next regular appointment cycle is scheduled to begin on July 1, 2026. A general recruitment effort to fill 16 positions opened on March 3, 2026, and concluded on April 3, 2026. A total of 25 applications were received.

Only applicants who attend a mandatory orientation and participate in the interview process are eligible for appointments to the Executive Boards. Two orientations were offered on Tuesday, April 7, 2026, and Saturday, April 11, 2026. Executive Board appointments are anticipated to be made during a City Council meeting in June 2026.

Discussion

Staff recommends that the City Council appoint two subcommittees, each comprising two City Council Members, to interview and nominate prospective Neighborhood Council Executive Board Members. The Brown Act (Government Code Section 54950, et seq.) provides that advisory committees composed solely of less than a quorum of the City Council that meet for a limited duration and specified scope are not legislative bodies. The interviews and nominations conducted by each subcommittee will occur independently and will be presented to the City Council for consideration in compliance with the Brown Act.

For the November 2025 terms, the then Mayor Pro Tem Judge and then Council Member Litster interviewed and nominated applicants for Neighborhood Councils #2 and #3. Council Member Ayala and Council Member Rhodes interviewed and nominated applicants for Neighborhood Councils #1 and #4. If all applicants attend the orientation and request an interview, it is estimated that approximately 4 hours will be needed to conduct the 10-minute interviews.

The following table details the total number of vacancies and the number of eligible applications received for each Neighborhood Council.

Neighborhood Council	Number of Vacancies	Number of Applications
1	5	9
2	1	3
3	6	3
4	4	10
Total	16	25

Financial Impact

There is no financial impact.

City Council Priority

This item supports the Thriving Community Pillars of Excellence.

Suggested Motion

I move to designate two subcommittees, Council Members (Name and Name) to conduct interviews and nominate prospective Neighborhood Council Executive Board Members for Neighborhood Councils # (numbers), and Council Members (Name and Name) to conduct interviews and nominate prospective Neighborhood Council Executive Board Members for Neighborhood Councils # (numbers).

Summary

Neighborhood Council Executive Board Members serve staggered two-year terms, with approximately one-third of the seats expiring every eight months. The next regular appointment cycle is scheduled to begin on July 1, 2026. A general recruitment effort to fill 16 positions opened on March 3, 2026, and concluded on April 3, 2026. A total of 25 applications were received. It is recommended that the City Council appoint two subcommittees, each comprised of two City Council members, to interview and nominate prospective Neighborhood Council Executive Board Members.

Prepared by: Kelly Duffy, Community Services Coordinator