



CITY COUNCIL AGENDA REPORT

MEETING DATE: February 5, 2013

ITEM NUMBER: NB-3

SUBJECT: APPOINTMENT OF PLANNING COMMISSIONER

DATE: January 28, 2013

FROM: CHIEF EXECUTIVE OFFICER'S OFFICE

PRESENTATION BY: BRENDA GREEN, INTERIM CITY CLERK

FOR FURTHER INFORMATION CONTACT: Brenda Green, Interim City Clerk, (714) 754-5221

RECOMMENDATION:

Staff recommends that the City Council make an appointment to fill one vacancy on the Planning Commission for a two-year term expiring February 2015.

BACKGROUND:

The Planning Commission consists of five appointed positions which serve staggered four-year terms. One vacancy exists on the Planning Commission due to the resignation of Commissioner Salcedo. Staff has received thirteen applications during the application period. The term for the one newly appointed Commissioner will be February 2013 through February 2015.

Appointed commissioners must be registered voters in the City. Staff has confirmed that all applicants are registered voters in the City.

ANALYSIS:

A total of thirteen applicants have submitted applications for appointment to the Commission during the application period. The following lists the applicants for the Planning Commission:

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|---------------------|----------------------|
| 1. Byron De Arakal* | 8. Paul Loubet |
| 2. Samuel Clark | 9. Devin Lucas* |
| 3. Eleanor Egan | 10. Colin McCarthy |
| 4. Donald Harper* | 11. Steve Smith |
| 5. Daniel Hoffman | 12. Harold Weitzberg |
| 6. Marshall Krupp | 13. Jonathan Zich |
| 7. Sue Lester | |

*Applied for both Commissions.

APPOINTMENT PROCESS:

1. The City Clerk announces the time and place for appointment of commissioners and reads the names of all applicants into the record.
2. The Mayor opens the floor for public comments.
3. Following public comments, members of the City Council may provide comments on applicants, qualifications and related matters.
4. Council members draw numbers to determine order of nominations.
5. The first Council member in order nominates his or her preferred applicant. The nomination must receive a second to be voted upon. Upon receiving a second to the nomination, the Mayor calls for the vote. In the event a nomination does not receive a second, the right to nominate moves to the next Council member in order of the draw.
6. The process of nominations and seconds continues until commission vacancies are filled.

ALTERNATIVES CONSIDERED:

None.

FISCAL REVIEW:

Planning Commissioners receive \$400.00 monthly.

LEGAL REVIEW:

No legal review is required for this item.

CONCLUSION:

Staff has provided this report identifying the applicants who wish to serve on the Planning Commission and/or the Parks and Recreation Commission, and summarizing the Commission appointment process. At this time, City Council is requested to make appointments on both the City's Planning Commission and Parks and Recreation Commission.

BRENDA GREEN
Interim City Clerk

RICK FRANCIS
Assistant Chief Executive Officer

ATTACHMENTS: 1 [Applications for the Planning Commission](#)
2 [Council Policy 000-2.5](#)