



CITY COUNCIL AGENDA REPORT

MEETING DATE: AUGUST 4, 2009

ITEM NUMBER:

SUBJECT: PLANNING COMMISSION COMPENSATION

DATE: JULY 29, 2009

FROM: CITY MANAGER'S OFFICE

PRESENTATION BY: MAYOR PRO TEM WENDY LEECE

FOR FURTHER INFORMATION CONTACT: THOMAS R. HATCH,
ASSISTANT CITY MANAGER AT (714 754-5327)

RECOMMENDATION:

That the City Council consider modifying the compensation provided to Costa Mesa Planning Commissioners from \$400 per month to \$75 per meeting attended, by adoption of Resolution 09-__.

BACKGROUND:

On December 1, 2003, the City Council adopted Resolution 03-80, setting the compensation for the City's five Planning Commissioners (Attachment 1). The compensation was set at \$400 per month and payable to each Commissioner without regard to the number of meetings attended each month by an individual commissioner.

At their June 16, 2009 meeting, the City Council adopted the Fiscal Year 2009-10 budget. As part of that process and because of the reduced number of projects due to the economy as well as to reduce staffing and facility costs, Council Members authorized changes in the meeting frequencies for both the Planning Commission and Parks & Recreation Commission. The Planning Commission meetings were changed to one meeting per month, effective July 1, 2009, with a second "special meeting" occurring only if deemed necessary (Attachment 2). The Planning Commission only meets one time in December, per the Planning Commission ByLaws.

Mayor Pro Tem Wendy Leece has requested a proposed change in compensation for the Planning Commission be placed on the City Council meeting agenda.

ANALYSIS:

Mayor Pro Tem Leece has suggested the review of and modification to compensation for the Planning Commission because the reduction in meetings per month and workload, warrant a reduction in compensation, as well as providing another area of cost savings to the City. In short, the recommendation is to change the compensation for Planning Commissioners from a flat rate of \$400 per month per commissioner to \$75 per commissioner member per meeting attended. Commissioners would only receive compensation for the meetings they attend. Mayor Pro Tem Leece will summarize her intentions on the subject at the meeting.

ALTERNATIVES CONSIDERED:

1. Do not modify the compensation for the Costa Mesa Planning Commission.
2. Change the compensation for the Costa Mesa Planning Commission to a different amount.

FISCAL REVIEW:

Each Planning Commissioner currently receives \$400 per month regardless of the number of meetings they attend. This translates to an annual total cost of \$24,000 for all five Commissioners. If the City Council adopts the proposed Resolution (\$75 per meeting per commissioner per meeting attended or \$4,500 annually for the entire Commission), the City would realize savings of approximately \$19,500 annually, assuming one meeting per month with all commissioners in attendance. Each “special meeting” would increase the cost by \$375, assuming all commissions in attendance.

LEGAL REVIEW:

The City Attorney’s Office has reviewed and approved the attached resolution “as to form.”

CONCLUSION:

The City Council needs to determine whether to modify the compensation provided to the Costa Mesa Planning Commission, based on the Commission’s reduction of regular public meetings from two to one per month.

CAROL C. PROCTOR
Management Analyst

THOMAS R. HATCH
Assistant City Manager

MARC R. PUCKETT
Director of Finance (fiscal review only)

KIMBERLY HALL BARLOW
City Attorney (legal review only)

DISTRIBUTION: Acting Development Services Director
 Legislative & Public Affairs Manager

- ATTACHMENTS: 1 [Resolution 03-80](#)
 2 [PC Report dated 7/13/09 & PC Resolution 09-33](#)
 3 [Resolution 09-](#)
 4 [Survey of OC Cities Planning Commission Compensation Rates](#)