

TO: James L. App, City Manager
FROM: Ronald Whisenand, Community Development Director
SUBJECT: Planning Commission Appointment
DATE: August 21, 2007

Needs: Make a mid-term appointment to the Planning Commission

- Facts:
1. Planning Commissioner Mike Menath resigned from the Planning Commission effective July 24, 2007.
 2. Commissioner Menath's term was not due to expire until December of this year. His departure creates a vacant unexpired term on the Commission.
 3. A "Special Vacancy Notice" has been prepared and posted as required by law that will allow the Council to appoint a new member to the Planning Commission.

Analysis
and

Conclusion: Mike Menath's unfortunate departure creates a vacancy on the Planning Commission which is best filled mid-term in order to ensure sufficient membership to conduct the Commission's business. Section 2.20.030 of the Municipal Code and Section 54974 of the California Government Code (Maddy Act) provide direction and process to be followed in making "mid-term" appointments.

City staff did not initiate an application process for prospective commissioners since last year's recruitment generated several qualified applicants who have yet to be appointed to a City Commission. The Council could choose one of those applicants or any other interested citizen who is either a "qualified elector or having a vested interest in the City" (Sec. 2.20.020). The appointed Commissioner will serve the remainder of Mike Menath's term (December 2007) and then if interested, would be able to apply for a regular appointment when the recruitment process begins later this year.

Policy

Reference: Chapter 2.20 of the Municipal Code and 54974 of the California Government Code

Fiscal
Impact: None

- Options:
- a. Appoint someone meeting the qualifications of Section 2.20.020 of the Municipal Code to the Planning Commissioner to fill an unexpired term until December 2007.
 - b. Amend, modify or reject the foregoing options.

Attachments:

- 1. Mike Menath's Resignation Letter
- 2. Notice of Planning Commission Vacancy

Special Vacancy Notice Planning Commission

The City of El Paso de Robles is seeking to fill an unscheduled vacancy for a member on the Planning Commission.

The Planning Commission (PC) makes decisions regarding land use policies and specific development applications. Some are recommendations to the City Council and some are final, subject to appeal to the City Council. The PC also reviews and recommends long-range plans for the City's growth and development.

The City Council is tentatively scheduled to discuss the vacancy on August 21, 2007 and if they determine an emergency exists, they may choose to fill the unscheduled vacancy immediately. The appointment for this position will be for an unexpired term ending December 31, 2007. Appointments are limited to residents who are either qualified electors or have a vested interest in the City and who are interested in serving on the Planning Commission (PC).

Deborah Robinson
Deputy City Clerk

Dated: August 6, 2007

Please publish one time on Thursday, August, 9, 2007.