

CITY OF SEBASTOPOL
CITY COUNCIL
STAFF REPORT

Meeting Date: September 17, 2019
To: Honorable Mayor and Honorable City Councilmembers
From: City Administration
Subject: Acceptance of Report Out of Upcoming Vacancies on the Planning Commission and Authorize Staff to Begin Recruitment Process
Recommendation : That the Mayor and City Council Accept the Report and Authorize Staff to Begin the Recruitment Process
Funding: Currently Budgeted: _____ Yes _____ No XX N/A
Net General Fund Cost: N/A
Amount: \$0

INTRODUCTION: This item is to request that the City Council Accept the Report and Authorize Staff to Begin the Recruitment Process.

BACKGROUND:
Municipal Code Chapter 2.24, Planning Commission states for Members and Terms as follows:

- A. The Commission shall consist of seven members or such other numbers as the City Council shall, from time to time, determine by resolution, but in no event less than five members. An alternate may also be appointed who may serve as a member in the absence of a regular member, or if there is a vacant member position.
- B. The members of the Commission and the alternate shall be from among residents of the City of Sebastopol or shall be the owner of a business within the City of Sebastopol, and up to one person who is not in one of the above categories, but who is a resident of the 95472-zip code area, may also be appointed. Members and the alternate shall be appointed by a majority of the members of the City Council.
- C. Members shall serve at the pleasure of the City Council, and may be terminated without cause, by a majority of the City Council.
- D. Members shall not serve for more than four years unless reappointed by the City Council.
- E. In the event new Commissioners are appointed by reason of any increase in the number of the Commission, they shall serve for such period of time as to provide for as close to equal a number of commissioners being selected each year as possible.
- F. Final determination of the length of the term of new members shall be determined by the City Council.
- G. All terms of office shall commence on January 1st of the year of appointment.

The current Planning Commission Members are as follows:

PLANNING COMMISSION	TERM ENDING DATE	RESIDENT? AND/OR OWN BUSINESS IN TOWN?
KATHY OETINGER	Dec. 31, 2022	Lives outside City Limits
ZACHARY DOUCH	Dec. 31, 2022	Lives outside City Limits/Owns business within City limits
PATRICK WILSON, <i>CHAIR</i>	Dec. 31, 2020	Resident
PAUL FRITZ	Dec. 31, 2020	Resident
EVERT FERNANDEZ	Dec. 31, 2019	Resident
LINDA KELLEY	Dec. 31, 2019	Resident
COLIN DOYLE, <i>VICE CHAIR</i>	Dec. 31, 2019	Resident/Owns Business
GERALD GLASER (<i>Alternate</i>)	Dec. 31, 2019	Resident

As noted in yellow highlight above, the openings will occur December 31, 2019.

DISCUSSION:

City Staff will initiate the public application process for the upcoming vacancies. Applications will be available on the City website and at City Hall. Notice of the vacancy will be published and the application period will be open for a period of approximately six weeks (September 26, 2019 through November 7, 2019). Staff will agendize the interviews and appointments for a future City Council meeting.

RECOMMENDATION: Staff recommends that the Mayor and Council Accept the Report and Authorize Staff to Begin the Recruitment Process.