

CITY OF SEBASTOPOL
CITY COUNCIL
AGENDA ITEM

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 Design Review Board 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:

The City of Sebastopol Design Review Board consists of five voting members and one alternate with the criteria for a City of Sebastopol Design Review Board as listed below.

The Board members shall serve a term of two (2) years or until their successors are appointed. In making the appointments the City Council shall select, insofar as possible, the following;

- (a) Two (2) persons, at least one of whom shall be a licensed architect and at least one of whom shall be a licensed landscape architect.
- (b) One (1) person who may be any of the following: architect, landscape architect, building designer, building contractor, landscape contractor.
- (c) Two (2) persons not in Sections (a) or (b).
- (d) One (1) alternates who may be in Section (a) or who possesses a particular expertise in the area of design, land use patterns, urban development or other related fields to serve at any meeting or on any matter in the absence of a Board member, or in the event a member has a conflict of interest.
- (e) In the event suitable candidates satisfactory to the City Council in the above categories are not available to serve, the City Council may then select any person or persons in their discretion. All terms of office shall terminate December 31 of the last year of the term of appointment.

The Design Review Board Members are as follows:

DRB MEMBER	TERMINATION DATE	CATEGORY
TED LUTHIN, <i>CHAIR</i>	Dec. 31, 2020	B
GREGORY BEALE (<i>Alternate</i>)	Dec. 31, 2020	D
CARY BUSH, <i>VICE CHAIR</i>	Dec. 31, 2020	A
LARS LANGBERG	Dec. 31, 2019	A
CHRISTINE LEVEL	Dec. 31, 2019	C
RON HARI	Dec. 31, 2019	C

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.