

City Manager's Report
February 28, 2012 City Council Meeting
Prepared by: Susan Zito, MMC, City Clerk
Item #: 9.5



Subject: Acknowledgement by the City Council That One Vacancy Exists on the Planning Commission and One Vacancy Exists on the Historical Advisory Committee and Direct Staff to Initiate Recruitment

Discussion: City staff became aware of a residency issue with Planning Commissioner Peter Wolfe earlier this month when he notified the Planning Department staff that he had moved well outside of the City limits. The residency requirement to serve on the Planning Commission is set by Ordinance, the most recent revision to Planning Commission residency requirements were set by Ordinance No. 1555, adopted February 9, 1999. The requirements are as follows:

Municipal Code § 2-2-3 (C)

“Upon appointment to the Planning Commission, the appointee shall either be:

- 1) A City resident, or
- 2) A property owner within the city limits who lives within the community region, or
- 3) A primary business owner within the city limits who lives within the community region as shown on Exhibit A, attached to Ordinance No. 1555, and available for inspection in the office of the City Clerk. A majority of the Planning Commissioners shall be residents within the City limits. Said term shall automatically expire if he/she no longer meets the qualification requirements”.

Although Mr. Wolfe is a business owner within the City limits, he no longer resides within the City limits, nor within the Community Region. The Community Region extends to approximately Newtown Road to the east. Mr. Wolfe has moved several miles east of the easternmost Community Region boundary. Mr. Wolfe was notified of his ineligibility to continue as a Planning Commissioner by the City Clerk on February 13, 2012.

City staff received a letter of resignation from Paula Agostini, Alternate Historical Advisory Committee member, on February 21, 2012, (resignation letter attached).


By acknowledgement of this staff report, the City Clerk will begin the recruitment process for both unexpired terms of office. Both seats were set to expire on 3-01-2015. The interview process for the Planning Commission involves the full Council with all qualified candidates in a public oral interview process. This interview method is used for both City commissions: the Planning Commission and the Recreation and Parks Commission. Staff will poll the Council at a future Council meeting to determine an interview date for the Planning Commission interviews. The interview method for the Historic Advisory Committee is an interview panel comprised of the Mayor and Vice-Mayor in private interviews.

Cost: The only cost associated with this recruitment is for staff time to prepare media releases, recruitment packets, respond to applicant inquiries and coordinate the interview process.


Budget Impact: No budget impact is anticipated. There may be a minor savings in Planning Commission stipend (\$75/meeting) that would not be paid until such time as a new Planning Commissioner is appointed.

Recommendation:

Acknowledgement by the City Council That One Vacancy Exists on the Planning Commission and One Vacancy Exists on the Historical Advisory Committee and Direct Staff to Initiate Recruitment



M. Cleve Morris, City Manager



Susan Zito, MMC, City Clerk

Attachment: Letter of Resignation from Paula Agostini

February 21, 2011

Andrew Painter
Community Development Department
3101 Center Street
Placerville, CA 95667

Dear Andrew,

After a lot of thought, I have decided to resign from the Historical Preservation Committee as an alternate member. I have found that I just don't have the time to devote to committee business. Please express my regret to fellow committee members as well as to the City Council. I have been honored to work with such committed and qualified members and city staff.

Thanks so much for your support. I wish you and the committee much success in preserving the wonderful historical resources in the City of Placerville.

Sincerely,

Paula L. Agostini