

**TO:** James L. App, City Manager  
**FROM:** Ed Gallagher, Community Development Director  
**SUBJECT:** Planning Commission Vacancy  
**DATE:** April 1, 2014

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**Needs:** For the City Council to consider options for filling a vacancy on the Planning Commission.

**Facts:**

1. On March 23, 2014, Rob Nash submitted a letter (copy attached) resigning his seat on the Planning Commission citing work conflicts that prevent him from regularly attending Commission meetings.
2. Rob Nash's term will expire February 28, 2016.
3. On February 27, 2014, the Council interviewed four applicants for three seats on the Commission. Darrell Cooper was not selected for a seat. A copy of Mr. Cooper's application is attached.

**Analysis and Conclusion**

The Council has two options for filling the new vacancy: (1) appoint Darrell Cooper or (2) direct staff to reopen the recruitment process and solicit more applications for Commission seats. Staff has contacted Darrell Cooper, who said that he is still interested in serving on the Commission. The second option would take 2-3 months to complete.

**Policy**

**Reference:** Adopted Council policies regarding advisory bodies.

**Options:**

- a. By minute action, appoint Darrell Cooper to a term that will expire on February 28, 2016; or
- b. Direct staff to re-open the recruitment period, setting a new deadline of May 31 to receive applications for Planning Commission; or
- c. Amend, modify, or reject the above option.

Attachments:

Letter from Rob Nash  
Darrell Cooper's Application

Robert Nash  
1505 Chestnut Street  
Paso Robles, CA 93446  
March 23, 2014

Vince Vanderlip  
Chairman, Planning Commission  
City of Paso Robles  
1000 Spring Street  
Paso Robles, CA 93446

Dear Chairman Vanderlip:

It is with great personal disappointment and regret that I submit this letter of resignation from the Paso Robles Planning Commission. When I was appointed to the Planning Commission I was self-employed and could set my own schedule; since then I have become employed in a situation in which I am frequently out of town and not able to attend commission meetings on a regular basis. I had hoped that my work travel would reduce to a point where I could attend commission meeting regularly but looking forward I am not sure that will be the case.

I apologize for any hardship or distraction my absences may have imposed on you or other members of the Planning Commission. I have truly enjoyed my time on the commission, interacting with other members and working with a great City staff. I am always impressed by the depth of thoughtfulness, dedication, knowledge and understanding of each of the commission members; the City is fortunate to have all of you in this position at this important time.

I will miss working with all of you and being a part of such a vital group as our City moves forward and meets new challenges. I will continue to seek opportunities to be of service to the City and I would be open to serving on the Planning Commission again in the future when my business travel no longer impacts my ability to attend meetings and functions.

Again, thank you and all the Planning Commission members for your great work and service to the City. I wish you all much wisdom and success in your future deliberations.

Sincerely,

A handwritten signature in blue ink, consisting of a large, stylized loop followed by a long horizontal line that ends in an arrowhead pointing to the right.

Robert Nash

cc: Ed Gallagher, Community Development Director

City of Paso Robles

APPLICATION FOR APPOINTMENT TO A CITY ADVISORY BODY/COMMITTEE/ COMMISSION

Name of Advisory Body: Planning Commission

Name of Applicant: Darrell Cooper  
First Name Middle Initial Last Name

Street Address: \_\_\_\_\_ City, Zip: 93446

Mailing Address: \_\_\_\_\_  
(if different from home) P.O. Number City State Zip

Home Phone: ( ) Home Fax: ( ) E-mail: \_\_\_\_\_

Retired?  Occupation (if applicable) \_\_\_\_\_

Employer (if applicable) \_\_\_\_\_

Work Phone: ( ) Work Fax: ( ) E-mail: \_\_\_\_\_

EDUCATION & TRAINING

High School Chatsworth High. Chatsworth Ca.  
Name City State

College Cogswell College, Sunnyvale, Ca.  
Name City State

Degrees/Majors B.A. Fire Administration / Fire Prevention

Other Schools/Training Calif. State Fire Marshall, National Fire Academy, Calif. Contractor License,

MEMBERSHIP IN ORGANIZATIONS

ABC church member, Rotary Club of Paso Robles

ADVISORY BODY/COMMITTEE/COMMISSION APPOINTMENTS

TERM

Current \_\_\_\_\_  
Current \_\_\_\_\_  
Previous \_\_\_\_\_  
Previous \_\_\_\_\_  
Previous \_\_\_\_\_

From \_\_\_\_\_ To \_\_\_\_\_  
From \_\_\_\_\_ To \_\_\_\_\_  
From \_\_\_\_\_ To \_\_\_\_\_  
From \_\_\_\_\_ To \_\_\_\_\_  
From \_\_\_\_\_ To \_\_\_\_\_

ADDITIONAL INFORMATION

My 31 year fire service career instilled a sense of public service. I have varied experience including emergency management, business inspections, plans review, building site inspections, public speaking, teaching, conflict resolution, team development and various other involvements.

I am a California State Certified Chief Officer, Past Junior College instructor, I have a general contractor license and after many years of development I have a patent for a signal activated door hinge (safety device).

I feel I have a set of skills that would be desired on the planning commission and I would like to be part of what I see as a cohesive group that is dedicated to the future of my community.

LAST NAME \_\_\_\_\_

COMMITTEE NAME \_\_\_\_\_

READ CAREFULLY

This is a public document. I understand that all information contained within it will be provided to the public upon request.

If appointed to a City committee, commission or other advisory body, I authorize the City to post the following on its Web site. I understand that other Web sites not controlled by the City may provide links to a City Web page that has my personal information on it. I also authorize the City to update my personal contact information on its Web site if my contact information changes.

- Home address
- Home phone number
- Home Fax number
- Business address
- Business phone number
- Business fax number
- Cell Phone Number
- Personal E-mail address
- Business e-mail address

Further, if my home address and telephone number are otherwise non-disclosable under the California Public Records Act (California Government Code §6250 et seq.), I understand that by agreeing to the release of the information above, this information may be provided by the City in response to a request made under the Public Records Act.

Date 1/27/14

Signature \_\_\_\_\_