



Council Agenda Report

From: Warren Frace, Director of Community Development

Subject: Scheduling Special City Council Meeting Date(s) for Advisory Body Appointments to Planning Commission and Paso Robles Housing Authority Board of Commissioners

Date: January 16, 2018

Facts

1. The Paso Robles City Planning Commission consists of seven regular appointed members who are each assigned to staggered three-year terms.
2. The terms of Commissioners Scott Brennan and Bob Rollins will expire on February 28, 2018.
3. The City Council is responsible for the appointment of the Paso Robles Housing Authority's Board of Commissioners, which consists of seven regular members who are each assigned to staggered four-year terms.
4. Housing Authority's Board of Commission member Harry Ovitt's term will expire February 28, 2018.
5. A recruitment notice for both advisory bodies has been placed in two local newspapers advertising this appointment for three consecutive weeks, is posted on the City's website, and is noted on the City's posted Maddy Act Advisory Body Vacancies list. The application deadline to apply for the Planning Commission and Housing Authority is January 31, 2018, at 5:00p.m.
6. Newly appointed Planning Commission members need to be sworn in on or before the first regularly scheduled Planning Commission meeting of March 13, 2018.
7. The League of California Cities Planning Commissioner's Academy training will take place this year from April 4-6, 2018, providing a training opportunity for any new Commissioner.
8. Potential dates to consider holding Planning Commission and Housing Authority interviews include either Thursday, February 15, 2018 or Thursday, February 22, 2018.

Options

1. Take no action;
2. Set a date of Thursday, February 15, 2018 or Thursday, February 22, 2018 for interviewing applicants and making appointments to the Planning Commission and Housing Authority Board of Commissioners;
3. Provide alternative direction to staff.

Analysis and Conclusions

The City Council makes appoints to and solicits advice from advisory bodies, including the Planning Commission and Housing Authority's Board of Commissioners. Setting a specific interview date ensures Staff is able to advertise and coordinate logistics for advisory body interviews, secures Council's schedules to accommodate a special meeting, and help guarantee a smooth transition between incoming and outgoing commissioners with no gaps in commission proceedings.

Fiscal Impact

None.

Recommendation

Set a date of Thursday, February 15, 2018 for a special City Council meeting for interviewing applicants and making appointments to the Planning Commission and Housing Authority Board of Commissioners.

Attachments

None.