



CITY OF CLEARLAKE

City Council

STAFF REPORT

SUBJECT: Consideration of Appointment of Two Planning Commissioners to Fill Terms Ending in March 2027

MEETING DATE:
March 2, 2023

SUBMITTED BY: Melissa Swanson, Administrative Services Director/City Clerk

PURPOSE OF REPORT: Information only Discussion Action Item

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to hold interviews of applicants and by motion, appoint two Planning Commissioners for the term ending March 2027

BACKGROUND/DISCUSSION:

Planning Commissioners Lisa Wilson's and Erin McCarrick's terms expire on March 11, 2023. Chair Wilson has indicated she will not be renewing her term on the Planning Commission. Additionally, according to the City Council Norms and Procedures, if a Planning Commissioner has served only one term and wishes to serve a second term, that Commissioner may submit a letter of interest no later than 30 days before the end of their term for consideration of reappointment. Staff received notice from Commissioner McCarrick on Monday, February 27th of her interest to be reappointed.

Staff advertised and accepted applications, including contacting prior applicants on file. Administrative Services Director/City Clerk Swanson received five timely applications.

It is staff's recommendation to interview all applicants. The Council would then appoint by motion and majority vote of the Council.

OPTIONS:

1. Move to appoint two Planning Commissioners to the vacant planning commission terms ending March 2027.
2. Other direction

FISCAL IMPACT:

None \$ Budgeted Item? Yes No

Budget Adjustment Needed? Yes No If yes, amount of appropriation increase: \$

Affected fund(s): General Fund Measure P Fund Measure V Fund Other:

Comments:

STRATEGIC PLAN IMPACT:

- Goal #1: Make Clearlake a Visibly Cleaner City
- Goal #2: Make Clearlake a Statistically Safer City
- Goal #3: Improve the Quality of Life in Clearlake with Improved Public Facilities
- Goal #4: Improve the Image of Clearlake
- Goal #5: Ensure Fiscal Sustainability of City
- Goal #6: Update Policies and Procedures to Current Government Standards
- Goal #7: Support Economic Development

SUGGESTED MOTIONS:

Move to appoint _____ and _____ to the Planning Commission for the terms ending March 2027.

- Attachments:** 1) Applications for Planning Commission
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