

December 3, 2003

City Council Meeting
December 9, 2003

Mayor and Members
of the City Council

VACANCIES - BOARDS AND COMMISSIONS
PLANNING COMMISSION - UNEXPIRED TERM ENDING JUNE 30, 2004

Recommendation:

It is recommended that the City Council direct the City Clerk to advertise the Planning Commission vacancy with a newspaper publication and normal posting procedures, as has been standard practice in the past, inviting applications from persons interested in being appointed to fill the unexpired term ending June 30, 2004.

Background:

An unscheduled vacancy has arisen on the Planning Commission due to the November 4 election of Peter Tucker as a member of the City Council. The vacancy became official on November 25, when Mr. Tucker was sworn in as a Council member. The special vacancy notice required by State law has been posted tomorrow in the Clerk's office and the Library, as well as in the outdoor display case at City Hall where agendas and other notices are typically posted.

Pursuant to Government Code Section 54974, appointment to fill the vacancy may not be made for at least 10 working days after the posting of the notice in the Clerk's office. That Code Section further states that Council "may, if it finds that an emergency exists, fill the unscheduled vacancy immediately. A person appointed to fill the vacancy shall serve only on an acting basis until the final appointment is made pursuant to this section." There appears to be no emergency that requires filling the vacancy immediately.

If the Council directs the newspaper advertising, a notice inviting applications will be published twice (December 18 and 25) in the Easy Reader, with a 6 p.m. Wednesday, January 21 deadline for submitting applications. A report will be presented to the Council on January 28 for the scheduling of applicant interviews, with appointment to be made at the February 10 regular meeting.

Elaine Doerfling, City Clerk

Noted:

Stephen R. Burrell, City Manager