

CITY OF YUBA CITY
STAFF REPORT

Date: April 9, 2007
To: Honorable Mayor & Members of the City Council
From: Administration
Presentation By: Steven R. Jepsen, City Manager

Summary

Subject: Selection Process for Planning Commission Appointments

Background:

The appointment of Planning Commission Members is a delegation of authority by the elected City Council of Yuba City. The Planning Commission was established by Ordinance No. 192 consistent with the authority granted under the State Planning Law. The Commission is composed of seven members. Six members must reside within Yuba City corporate limits, and one member is appointed from the Sutter County Planning Commission.

Appointments to the Planning Commission are for staggered terms of four years for the Yuba City appointees while the Sutter County appointee is an annual appointment by the Supervisors.

The Yuba City Municipal Code, Section 8-1.01 provides for the appointment of members to the Planning Commission by the Mayor with confirmation by the full City Council.

Options for Discussion:

The following options are suggested for discussion with regard to appointments of future Planning Commission vacancies. Regardless of the selection process, all applicants would be required to submit an application listing qualifications and a short statement on their desire to serve.

1. Ad Hoc Subcommittee Nomination

An ad-hoc review committee, consisting of the Mayor and Vice Mayor is established each year to screen applications and interview applicants for all City Boards and Commissions. This ad-hoc committee forwards a nomination for full City Council confirmation. Interviews are conducted privately.

2. Full City Council Review

All applicants would be interviewed by the full City Council and nominations would be open for all Councilmembers. Appointments would be made by majority vote of the

City Council. All candidate discussions, reviews and interviews would be conducted in open session, including public input, if any.

Recommendation:

Discussion and direction to staff as deemed appropriate. This item will return for action at a future date as directed by Council.

Submitted By:

Steven R. Jepsen, City Manager