



MEMORANDUM

TO: CITY COUNCIL

FROM: TERESA McCLISH, COMMUNITY DEVELOPMENT DIRECTOR

BY: DEBBIE WEICHINGER, ADMINISTRATIVE SECRETARY

SUBJECT: CONSIDERATION OF REQUEST FROM PLANNING COMMISSIONER LAN GEORGE FOR CONSECUTIVE ABSENCES FROM PLANNING COMMISSION MEETINGS

DATE: AUGUST 8, 2017

RECOMMENDATION:

It is recommended the City Council consent to three consecutive absences by Planning Commissioner Lan George.

SUMMARY OF ACTION:

Take action to approve Commissioner George's request for three consecutive absences from regular Planning Commission meetings for a planned vacation.

IMPACT ON FINANCIAL AND PERSONNEL RESOURCES:

There is no cost impact from this item.

BACKGROUND:

According to Municipal Code Section 2.18.060, three consecutive regular absences from Planning Commission meetings constitute a resignation unless the City Council consents to such absences. Planning Commissioner George has requested City Council consent for absences from three consecutive, regular meetings.

ANALYSIS OF ISSUES:

Requirements in the Municipal Code regarding commission member absences are designed to encourage steady attendance. However, Commissioner George has demonstrated an ongoing record of excellent attendance, has and continues to be a valued member of the Planning Commission, and does not currently plan on absences beyond the three meetings that will occur during her planned vacation.

**CITY COUNCIL
CONSIDERATION OF REQUEST FROM PLANNING COMMISSIONER GEORGE FOR
CONSECUTIVE ABSENCES FROM PLANNING COMMISSION MEETINGS
AUGUST 8, 2017
PAGE 2**

ALTERNATIVES:

The following alternatives are provided for the Council's consideration:

1. Consent to the absences,
2. Do not consent to the absences, or
3. Provide direction to staff.

ADVANTAGES:

Consenting to the absences will maintain a valuable member of the Planning Commission and avoid the need to fill an unscheduled vacancy.

DISADVANTAGES:

No disadvantages have been identified.

ENVIRONMENTAL REVIEW:

No environmental review is required for this item.

PUBLIC NOTIFICATION AND COMMENTS:

The Agenda was posted at City Hall and on the City's website in accordance with Government Code Section 54954.2.