

MEMORANDUM

TO: CITY COUNCIL

FROM: KELLY WETMORE, DIRECTOR OF LEGISLATIVE AND INFORMATION SERVICES/CITY CLERK *kw*

SUBJECT: CONSIDERATION OF COUNCIL APPOINTMENT TO PLANNING COMMISSION

DATE: JULY 13, 2010

RECOMMENDATION:

It is recommended the Council approve the recommendation of Council Member Caren Ray to appoint Jennifer Martin to the Planning Commission.

FINANCIAL IMPACT:

There is no fiscal impact from this action.

BACKGROUND:

On January 14, 1997, the City Council adopted Ordinance No. 481 amending the composition of applicable Commissions and Boards from seven to five members and also adopted Resolution No. 3192 establishing Council policy as it relates to the appointment procedure to the Commissions, Boards and Committees. The Ordinance states that the Mayor and each respective member of the Council shall recommend a representative to the various Commissions, Boards and Committees subject to the approval by a majority vote of the Council. All Commission, Board, and Committee Members serve at the pleasure of the Council.

ANALYSIS OF ISSUES:

A vacancy occurred on the Planning Commission when Caren Ray was appointed to the City Council on May 25, 2010 to fill an unscheduled vacancy. Her term on the Planning Commission does not expire until January 31, 2013. A Notice of Vacancy on the Planning Commission was posted on May 26, 2010 pursuant to Government Code Section 54974 (Attachment 1). Three applications were received and are attached for Council's information (Attachment 2). Council Member Ray has recommended this vacancy be filled by Jennifer Martin.

**CITY COUNCIL
APPOINTMENT PLANNING COMMISSION
JULY 13, 2010
PAGE 2**

ALTERNATIVES:

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

- Approve the recommended appointment;
- Do not approve the recommended appointment;
- Provide direction to staff.

ADVANTAGES:

This appointment will provide for a full membership of the Planning Commission.

DISADVANTAGES:

No disadvantages are identified as long as the appointment reflects the desired community representation on this Commission by the City Council.

ENVIRONMENTAL REVIEW:

No environmental review is required for this item.

PUBLIC NOTIFICATION AND COMMENTS:

The Agenda was posted in front of City Hall on Thursday, July 8, 2010. The Agenda and report were posted on the City's website on Friday, July 9, 2010. No public comments were received.

Attachment:

1. Notice of Vacancy
2. Applications



**CITY OF ARROYO GRANDE
NOTICE OF VACANCY
PLANNING COMMISSION**

May 26, 2010

Notice is hereby given, pursuant to Section 54974 of the California Government Code, that one unscheduled vacancy has occurred on the following City committee:

NAME OF COMMISSION: Planning Commission

PURPOSE: The Planning Commission shall have the responsibility to:

(a) Investigate and make recommendations to the city council regarding reasonable and practical means for implementing the general plan or any element thereof, so that it will serve as an effective guide for orderly growth and development, preservation and conservation of open space and natural resources, and for the efficient and effective expenditure of public funds relating to the subjects addressed in the general plan;

(b) Provide annual reports to the city council on the status of the General Plan and progress in its implementation;

(c) Clarify ambiguities regarding Title 16 as set forth in Section 16.04.050;

(d) Review and approve items as set forth in Section 16.08.060;

(e) Make recommendations to the city council on items as set forth in Section 16.08.060.

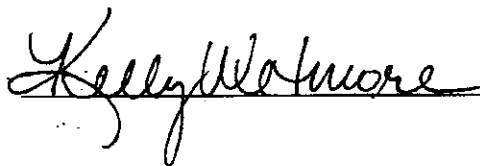
MEETINGS: Meetings are held on the 1st and 3rd Tuesdays of each month at 6:00 pm in the City Council Chambers, 215 E. Branch Street, Arroyo Grande. Special meetings may be called as needed.

TERM: Appointment will fill one unexpired term through January 31, 2013.

For further information, please contact:

City Manager's Office, 214 E. Branch Street, Arroyo Grande CA 93420, (805) 473-5404

I, Kelly Wetmore, Director of Legislative and Information Services/City Clerk, do hereby certify that the above Notice of Vacancy was posted in accordance with Section 54974 of the California Government Code.



RECEIVED

JUN 21 2010

ARROYO GRANDE
CITY CLERK

CITY OF ARROYO GRANDE

"Reservoir of Citizens to Serve"

214 E. Branch Street
Arroyo Grande, CA 93420

ATTACHMENT 2

Application to Board, Committee, or Commission

PLEASE PLACE A CHECK MARK NEXT TO THE BOARD/COMMITTEE/COMMISSION FOR WHICH YOU WOULD LIKE TO APPLY (You may make more than one selection):

- Planning Commission
- Parks and Recreation Commission
- Traffic Commission
- Downtown Parking Advisory Board
- Architectural Review Committee
- Historical Resources Committee
- Special Subcommittees

Date of Application 10-21-10

Name Martin Jennifer
Last First

Home Address [Redacted], Arroyo Grande, CA 93420

Home or Cell Phone (805) [Redacted] Business Phone (805) [Redacted]
^{Cell}

E-mail address (Optional) [Redacted]

Do you reside within the City limits of Arroyo Grande? Yes No

Are you a registered voter? Yes No

Occupation Architect

Employer Self employed

Education (Include professional or vocational licenses or certificates)

Bachelor of Architecture, Cal Poly

California Architect License

Community Involvement (List organization memberships and committee assignments)

Please describe any background, training, education or interests that qualify you as an appointee

Have worked and practiced architecture within the city and county for the past 11 years. Brought many projects through planning commission in the city. Experience with the verbiage and uses of the development code.

(Please attach additional pages if necessary)

(PLEASE COMPLETE THE REVERSE SIDE OF THIS FORM)

What do you see as the objectives and goals of the advisory board, committee or commission for which you are applying? to make decisions on behalf of the community that adhere to the development code and the general plan.

Please list three (3) Arroyo Grande references. PLEASE OBTAIN PERMISSION FROM INDIVIDUALS BEFORE LISTING THEM AS A REFERENCE.

Name: Trisha Ainsworth Address: [Redacted] Arroyo Grande Phone: [Redacted]
Name: Kyle Harris Address: [Redacted] AG Phone: [Redacted]
Name: Sheila McBryde Address: [Redacted] Phone: [Redacted]

Current meeting schedules are indicated below:

- Planning Commission, 1st and 3rd Tuesday of each month, 6:00 p.m.
- Parks and Recreation Commission, 2nd Wednesday of each month, 6:30 p.m.
- Traffic Commission, Monday before the 3rd Tuesday of each month, 7:00 p.m.
- Downtown Parking Advisory Board, Quarterly, 4th Wednesday, 7:30 a.m.
- Architectural Review Committee, 1st Monday of each month, 2:30 p.m.
- Historical Resources Committee, 2nd Friday of each month, 10:00 a.m.

Are you willing to commit to the time necessary to fulfill the obligations of an appointment to a Board, Committee or Commission? Yes No

I hereby declare that the foregoing information is true and complete to the best of my knowledge and belief.

[Signature]
Applicant Signature

6-21-10
Date

Notice to Applicants:

1. Applicants appointed by the City Council are required to take an Oath of Office.
2. State law and the City's Conflict of Interest Code requires that Board Members, Committee Members, and Commissioners file Statements of Economic Interests (Form 700) upon assuming office, annually, and upon leaving an appointed office (e.g. sources of income, loans, gifts, investments, interests in real property within the City).
3. This application is a matter of public record and portions thereof are subject to disclosure pursuant to the California Public Records Act.

Please return completed Application to:

CITY MANAGER'S OFFICE
214 E. Branch Street
Arroyo Grande CA 93420

CITY OF ARROYO GRANDE

"Reservoir of Citizens to Serve"
214 E. Branch Street
Arroyo Grande, CA 93420

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JUN 17 2010

ARROYO GRANDE
CITY CLERK

Application to Board, Committee, or Commission

PLEASE PLACE A CHECK MARK NEXT TO THE BOARD/COMMITTEE/COMMISSION FOR WHICH YOU WOULD LIKE TO APPLY (You may make more than one selection):

- | | |
|--|---|
| <input checked="" type="checkbox"/> Planning Commission | <input type="checkbox"/> Architectural Review Committee |
| <input type="checkbox"/> Parks and Recreation Commission | <input type="checkbox"/> Historical Resources Committee |
| <input type="checkbox"/> Traffic Commission | <input type="checkbox"/> Special Subcommittees |
| <input type="checkbox"/> Downtown Parking Advisory Board | |

Date of Application 6/15/2010

Name ROSS STEVEN E.
Last First

Home Address [REDACTED] ARROYO GRANDE, CA. 93420

Home or Cell Phone [REDACTED] Business Phone [REDACTED]

E-mail address (Optional) [REDACTED]

Do you reside within the City limits of Arroyo Grande? Yes No

Are you a registered voter? Yes No

Occupation RETIRED

Employer SELF

Education (Include professional or vocational licenses or certificates) H.S. GRAD,

2 YRS JC, NOISE ABATE, MANY SEMINARS & COURSES IN SALES + MANAGEMENT
IN THE FLOORING BUSINESS, EXPORT BUSINESS WOOD FLOORING, INSUL (IN N.M.) OTHER

Community involvement (List organization memberships and committee assignments) FORMER:

BOARD of DIRECTORS AG. CHAMBER, COMMITTEE MEMBER of HRACC,
POLITICAL AFFAIRS COMMITTEE, PUBLIC RELATIONS COMMITTEE, COACH SONS BR,
BEACH CITY LITTLE LEAGUE, BOY SCOUT & COY SCOUT LEADER.

Please describe any background, training, education or interests that qualify you as an appointee

I HAVE HAD TWO PRIMARY JOBS IN THE PAST: LAND SURVEYOR (TEAM LEADER,
INSTRUMENT OPERATOR, CREW CHIEF & HEAD TECHNICIAN.) COMPUTED & DREW
SUBDIVISION, PLOT PLANS & MAPS. AND SEE ATTACHED.

(Please attach additional pages if necessary)

(PLEASE COMPLETE THE REVERSE SIDE OF THIS FORM)

What do you see as the objectives and goals of the advisory board, committee or commission for which you are applying? To Review Staff's Recommendations, Provide input where necessary and facilitate proper (within the City's legal ph) Development of the City's public, commercial, and city owned assets.

Please list three (3) Arroyo Grande references. PLEASE OBTAIN PERMISSION FROM INDIVIDUALS BEFORE LISTING THEM AS A REFERENCE.

Name: ^{Heidi} Bob Rothl Address: [Redacted] Phone: [Redacted]
Name: Greg Nester Address: [Redacted] Phone: [Redacted]
Name: Bill + Judy Tappan Address: [Redacted] Phone: [Redacted]

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- Architectural Review Committee, 1st Monday of each month, 2:30 p.m.
- Historical Resources Committee, 2nd Friday of each month, 10:00 a.m.

Are you willing to commit to the time necessary to fulfill the obligations of an appointment to a Board, Committee or Commission? Yes No

I hereby declare that the foregoing information is true and complete to the best of my knowledge and belief.

[Signature]
Applicant Signature

6/15/10
Date

Notice to Applicants:

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Please return completed Application to:

CITY MANAGER'S OFFICE
214 E. Branch Street
Arroyo Grande CA 93420

Steven Ross
[REDACTED]

Position: Planning Commission

Arroyo Grande, Ca. 93420

City Involvement

Currently Serving on the Traffic Commission:

2004 to Present, Serving my second stint as Chair(2005 to 2007 - 2010).

I have regularly attended City Counsel meetings and Planning Commission meetings since 2003. I have taken some of those opportunities to make suggestions to the City. I believe my comments and statements have been of a positive nature.

Additional references serving on City Commissions:

John Keen; Planning Commission

Jim Carson; Traffic Commission

Job experience (continued)

My second currier (1978 to 2007) was in the flooring and design industry. I started in the field installing and finishing wood floors, custom residential, commercial, specializing in Gymnasium and sports floors. I became lead crew chief and estimator, I later started a wood flooring wholesale company for my employer, acquiring product lines, managing inside and outside sales, controlling inventory and setting pricing. I worked in a retail flooring and design center in Arroyo Grande and Pismo Beach(2000 - 2007), again working with housing and commercial building plans.

Summery: I believe my experience as a surveyor, evaluating the existing lands and topography, to create subdivisions within the frame work of existing codes and guide lines and then drawing them on the ground gives me a unique perspective in the development process. My experience in the flooring industry gives me some knowledge of working with people, with running a physical and fiscal business , a further knowledge of how building plans work and as a retired person I do have the time to devote to the duties of a Planning Commissioner.

I believe my attendance of Counsel and Planning Commission meetings also gives me a clear understanding of where the city has come from and where we might be going.

Thank you for the opportunity to serve the City of Arroyo Grande.

Steven Ross

CITY OF ARROYO GRANDE

"Reservoir of Citizens to Serve"

214 E. Branch Street
Arroyo Grande, CA 93420

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CITY OF ARROYO GRANDE

10 MAY 26 PM 4:16

Application to Board, Committee, or Commission

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- Planning Commission
- Parks and Recreation Commission
- Traffic Commission
- Downtown Parking Advisory Board

- Architectural Review Committee
- Historical Resources Committee
- Special Subcommittees

Date of Application May 26, 2010

Name Kessler Shannon
Last First

Home Address [Redacted] Arroyo Grande, CA 93420

Home or Cell Phone [Redacted] Business Phone [Redacted]

E-mail address (Optional) [Redacted]

Do you reside within the City limits of Arroyo Grande? Yes No

Are you a registered voter? Yes No

Occupation Realtor

Employer South County Realty

Education (Include professional or vocational licenses or certificates) Ca State Real Estate Lic.
Costa College, Hancock College

Community Involvement (List organization memberships and committee assignments) Parks and Recreation Commission

Please describe any background, training, education or interests that qualify you as an appointee

PTA President 2010/2011 Oceanview School
Past President Pismo Coast Association of Realtors Charitable Committee
College courses in Political Science and History
Very engaged in the community and its events + government

(Please attach additional pages if necessary)

(PLEASE COMPLETE THE REVERSE SIDE OF THIS FORM)

What do you see as the objectives and goals of the advisory board, committee or commission for which you are applying? To continue to serve the community honorably with a special dedication to preserving the unique character of Arroyo Grande while implementing improvements that will sustain and welcome business. Follow the recommendations in the 10 year plan.

Please list three (3) Arroyo Grande references. PLEASE OBTAIN PERMISSION FROM INDIVIDUALS BEFORE LISTING THEM AS A REFERENCE.

Name: Chris Kohler Address: [Redacted] Arroyo Grande Phone: [Redacted]
Name: Kristi Folkrod Address: [Redacted] A.G. Phone: [Redacted]
Name: Jeanne Kohlbusch Address: [Redacted] A.G. Phone: [Redacted]

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Are you willing to commit to the time necessary to fulfill the obligations of an appointment to a Board, Committee or Commission? Yes X No

I hereby declare that the foregoing information is true and complete to the best of my knowledge and belief.

Shannon M. Kessler
Applicant Signature

May 26, 2010
Date

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214 E. Branch Street
Arroyo Grande CA 93420

Dear Ms. Ray,
May, 26, 2010

RECEIVED
CITY OF ARROYO GRANDE
10 MAY 26 PM 4:15

Congratulations on your appointment to the City Council, last night. I was very pleased to see such a well qualified candidate chosen. As a woman I was also glad to see some diversity on the panel.

As I mentioned last night, I am very interested in serving on the Planning Commission. I ask you to please consider nominating me. I realize that the experience gained on the commission would help prepare me for eventually serving on the council. Just as your years of being a commissioner and Chair have prepared you to continue to serve in your new capacity.

Feel free to call or email me anytime with questions or to find out more about my views on the issues. I was honored to participate with you in the candidate forum and there you may have learned some of my positions. In my years of observing the Planning Commission and City Council, I noticed that your views and those of Mr. Arnold have often coincided with my own. I feel that my service to the commission would continue in the fair and balanced manner in which you have served.

I am happy to provide my resume, education and experience for your perusal if you wish. Again, congratulations and I thank you for your considering me for this position.

Sincerely,

Shannon Kessler



[REDACTED], Arroyo Grande, CA 93420

[REDACTED]

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