

CITY OF DANA POINT
AGENDA REPORT

Reviewed By:	
DH	_____
CM	_____
CA	_____

DATE: MARCH 16, 2005

TO: CITY COUNCIL

FROM SHARIE APODACA, INTERIM CITY CLERK

SUBJECT: PLANNING COMMISSION INTERVIEWS

RECOMMENDED ACTION:

Conduct interviews for two expiring terms on the Dana Point Planning Commission. Conclude interviews on March 30, 2005 at 6:00 p.m. and consider appointments to fill two expired terms, and three alternate seats.

BACKGROUND:

The Planning Commission is comprised of five members who serve staggered four-year terms. Terms of two of the commissioners expired on February 28, 2005; however, Council Policy 302 states that commissioner's shall continue to serve until such time as the Council appoints a successor.

At the Council's direction, the City Clerk's Office has published and posted notices inviting interested residents of Dana Point to apply. A total of eleven applications were filed by the March 7, 2005 deadline. Staff has verified that all applicants are registered voters of the City of Dana Point. Commissioners Norman Denton and Scott Schoeffel were also sent letters advising them of their expiring terms and inviting them to apply for re-appointment to the commission. Both incumbents have submitted applications.

Per Council Policy 302 the Council may also appoint one or more alternates to the commission. Currently the Planning Commission has three alternates: Joseph Ames, Ed Conway, and Pam Tappan. Council may also want to consider making new appointments to the alternate seats.

DISCUSSION:

At the Council's direction, interviews have been scheduled for March 16 and 30, 2005 commencing at 6:00 p.m., at 10-minute intervals. Applicants have been asked to be prepared to give an oral resume of their qualifications, as well as respond to questions by the Council. Confirmation letters have also been mailed to each applicant.

Interviews have been scheduled as noted on Supporting Document A.

FISCAL IMPACT:

Planning Commissioners currently receive a monthly stipend of \$150.00 which is budgeted for in the Community Development Budget.

ALTERNATIVE ACTIONS:

Other actions as determined by the Council.

<u>SUPPORTING DOCUMENTS:</u>	<u>PAGE NO.</u>
A. Interview Schedule	3
B. Applications (by order of interview date and time)	4
C. Council Policy 302	30

SUPPORTING DOCUMENT A

MARCH 16, 2005	INTERVIEWS FOR PLANNING COMMISSION APPOINTMENT
6:00	Joy Allison
6:10	Lisa Bartlett
6:20	Robin Kerns
6:30	James Seitz
6:40	Liz Anderson Fitzgerald
6:50	Joseph Thompson

MARCH 30, 2005	INTERVIEWS FOR PLANNING COMMISSION APPOINTMENT
6:00	Dutch Pritchett
6:10	Thomas De Simone
6:20	Scott Schoeffel
6:30	Norman Denton
6:40	Naurbon Perry

SUPPORTING DOCUMENT B

PLANNING COMMISSION APPLICATIONS