


Agenda Report Reviewed by:  
City Manager: 

CITY OF SEBASTOPOL  
CITY COUNCIL  
AGEND ITEM

**Meeting Date:** June 7, 2022  
**To:** Honorable Mayor and City Councilmembers  
**From:** Planning Department / City Administration  
**Subject:** Appointment for Vacancy (one) Category C on the Design Review Board  
**Recommendation :** Make Appointment to fill the Opening on the Design Review Board  
**Funding:** Currently Budgeted: \_\_\_\_\_ Yes \_\_\_\_\_ No  X  N/A  
Net General Fund Cost: N/A  
Amount: \$0

Account Code/Costs authorized in City Approved Budget (if applicable)  AK  (verified by Administrative Services Department)

**INTRODUCTION:**

This item is to request that the Mayor and City Council make appointments for the opening in Category C on the Design Review Board.

**BACKGROUND:**

The City Council earlier in the evening conducted an interview with the following individual for the Design Review Board:

<i>Name of Applicant</i>	<i>Category Applied For</i>
Melissa Hanley	Category C

**DISCUSSION:**

The Council is asked to consider an appointment to the Category “C” opening on the Design Review Board based on the interview conducted earlier in the evening, or the City Council could consider re-posting the opening(s) for future Council interview/appointment. Appointment for the position will be for the term ending December 31, 2023.

While the applicant qualifies for category “A” as a licensed architect, provision “e” of the Design Review Board Ordinance allows that, “In the event suitable candidates satisfactory to the City Council in the above categories are not available to serve, the City Council may then select any person or persons in their discretion.” Therefore, Council may at its discretion appoint the applicant to fill the Category “C” vacancy.

**GOALS:**

This item relates to City Council Goal 5: Provide open and responsive Municipal Government Leadership, as it communicates the CAC’s work to the Council and general community. It also relates to General Plan Goal CSF 6, policy SCF 6-1, Continue to maximize public participation in local government actions and maintain excellent levels of City government services.

**PUBLIC COMMENT:**

As of the writing of this staff report, the City has not received any public comment. However, staff anticipates receiving public comment from interested parties following the publication and distribution of this staff report. Such comments will be provided to the City Council as supplemental materials before or at the meeting. In addition, public comments may be offered during the public comment portion of the agenda item.

**PUBLIC NOTICE:**

This item was noticed in accordance with the Ralph M. Brown Act and was available for public viewing and review at least 72 hours prior to scheduled meeting date.

**FISCAL IMPACT:**

There is no direct fiscal impact associated with the recommended action tonight.

**RECOMMENDATION:** Staff recommends that the Mayor and Council approve appointment to the Category “C” opening on the Design Review Board based on the interview conducted earlier in the evening, or the City Council could consider re-posting the opening(s) for future Council interview/appointment.

**Attachments:**

None