

CITY COUNCIL RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRENTWOOD AMENDING COUNCIL/ADMINISTRATIVE POLICY NO. 30-1 (APPOINTMENT OF PLANNING COMMISSION MEMBERS) TO BE CONSISTENT WITH CURRENT PRACTICES

WHEREAS, on September 13, 1983, the City Council adopted Resolution No. 83-44, adopting Council/Administrative Policy No. 30-1 to provide for the appointment and composition of the Planning Commission; and

WHEREAS, on January 10, 2006, the City Council adopted Resolution No. 2006-005, amending Council/Administrative Policy No. 30-1 to account for instances when a Commissioner's term expires but a successor has not yet been appointed; and

WHEREAS, on February 9, 2021, the City Council clarified the process for the selection of Planning Commission applicants to be interviewed, interviews, and appointment; and

WHEREAS, on December 12, 2023, the City Council amended the process for selections and interviews, to include amendments to the process including: The Mayor and each Council member will email their individual selections to the City Clerk Each Council Member will submit up to three (3) questions, in order of preference to the City Clerk no later than twenty-four (24) hours before the special meeting. For meetings held in person, the applicants will be seated in a room where there is not audio/video of the City Council meeting; and be brought in to the public meeting in sequence. The order of sequence will be randomly selected by the City Clerk drawing names; and

WHEREAS, the current policy does not account for the City Council process for interviewing prospective Commissioners, nor the City Council process for removing current Commissioners.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Brentwood does hereby amend Council/Administrative Policy No. 30-1 as reflected in the attached Exhibit A, with text to be added underlined and text to be deleted in strikethrough.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Brentwood at a regular meeting held on the 14th day of May, 2024, by the following vote:

EXHIBIT A

COUNCIL/ADMINISTRATIVE POLICY

Subject: APPOINTMENT OF PLANNING COMMISSION MEMBERS	Policy No: 30-1	Date: <u>5/14/24</u> 4/10/06
	Resolution No. <u>2024-XXX</u> 2006-006	Page 1 of 1

PURPOSE:

To provide for the appointment and composition of the Planning Commission of the City of Brentwood.

POLICY:

1. The Planning Commission shall consist of five (5) members who shall be appointed by the Mayor, with the approval of the City Council, and through an interview process that includes the City Council, for a term of two (2) years and thereafter until their respective successors are appointed and qualified. Appointees filling vacancies occurring during a regular term shall serve the remainder of the term of the preceding appointee.
2. ~~All~~ Each person appointed to the Planning Commission shall be a resident of the City.
3. At least one (1) month prior to the expiration of the term of a member, the City shall publish a notice of public hearing for the purpose of soliciting candidates for the Commission, in addition to incumbent appointees who may have indicated a desire to be considered for reappointment.
4. Candidates, ~~other than incumbents~~, must submit an application, obtained from City Hall, for consideration by the City Council. Once appointment(s) are made, applications will not remain on file, and unsuccessful candidates should reapply for consideration of future vacancies.
5. An appointee member of the Commission may be removed at any time by a majority vote of the City Council, ~~or by the Mayor, subject to approval of the City Council.~~
6. Should a position on the Commission become vacant other than by expiration of a normal term, the City Council may fill the vacancy without regard to the provisions of this policy requiring public notice.