



**Item No. {{item.number}}**  
**Town of Atherton**

**CITY COUNCIL STAFF REPORT – REGULAR AGENDA**

**TO: HONORABLE MAYOR AND CITY COUNCIL**

**FROM: GEORGE RODERICKS, CITY MANAGER**

**DATE: MARCH 15, 2023**

**SUBJECT: APPOINTMENT TO THE PLANNING COMMISSION**

**RECOMMENDATION**

It is recommended that the Council consider an appointment to the Planning Commission to fill the currently vacant, unexpired term ending in June 2025.

**BACKGROUND**

As the Council is aware, pursuant to Resolution No. 22-24, a member of the Planning Commission recently automatically vacated their office due to absences from two or more consecutively scheduled meetings. Over the last 12-month period, the Commission met for 13 meetings. The member attended 6 meetings and had unexcused absences for the remaining 7, some of which were consecutive. After review and discussion with Mayor, the member was notified of the automatic vacation. This unanticipated vacancy leaves open an expired 4-year term, expiring June 2025.

**ANALYSIS**

The City Council received interest from former Councilmember Bob Polito to serve out the unexpired term at the February 15, 2023, Council Meeting. After discussion, the Council directed staff to conduct a brief recruitment to determine if there were other applicants of interest before considering appointment of a former Councilmember. As of the date of the Staff Report, there were no additional applications or letters of interest received. Staff confirmed that Mr. Polito remains interested in filling the unexpired term should the Council desire his service.

**FISCAL IMPACT**

None.

**GOAL ALIGNMENT**

This Report and its contents are in alignment with the following Council Policy Goals:

Goal Area E – Strengthen Community Engagement and Transparency

### **POLICY FOCUS**

The City Council policy focus is on ensuring that the Town's appointed Commission and Committees operate with a full complement of appointment members with competent expertise for the role.

### **PUBLIC NOTICE**

Public notification was achieved by posting the agenda, with this agenda item being listed, at least 72 hours prior to the meeting in print and electronically. Information about the project is also disseminated via the Town's electronic News Flash and Atherton Online. There are approximately 1,200 subscribers to the Town's electronic News Flash publications. Subscribers include residents as well as stakeholders – to include, but be not limited to, media outlets, school districts, Menlo Park Fire District, service providers (water, power, and sewer), and regional elected officials.

### **COMMISSION/COMMITTEE FEEDBACK/REFERRAL**

This item has not been before a Town Committee or Commission.

### **ATTACHMENTS**

None