



MEMORANDUM

TO: City Council

FROM: Jessica Matson, Director of Legislative & Information Services/City Clerk

BY: Sarah Lansburgh, Deputy City Clerk/Communications Coordinator

SUBJECT: Consideration of Appointment to the Architectural Review Committee

DATE: June 27, 2023

SUMMARY OF ACTION:

Appointment of Janet Huston as a new Committee Member to the Architectural Review Committee (ARC), as recommended by Council Member Secrest.

IMPACT ON FINANCIAL AND PERSONNEL RESOURCES:

There is no fiscal impact and minimal staff impact associated with preparing the staff report for this action.

RECOMMENDATION:

Approve the recommendation of Council Member Secrest to appoint Janet Huston to the Architectural Review Committee.

BACKGROUND:

Pursuant to Council policy, the Mayor and each Council Member shall recommend one representative to each respective Commission/Board/Committee, subject to approval by a majority of the Council. With the exception of filling unscheduled vacancies, this process occurs every two years following an election. Member of each respective Commission/Board/Committee shall serve for a term ending the January 31st following the expiration of the respecting appointing Mayor or Council Member.

ANALYSIS OF ISSUES:

After each election year, the Council makes appointments and/or reappointments to the various Commissions, Boards, and Committees. Traditionally, the Mayor and Council Members are responsible for reviewing active applications on file, seeking new applicants, or reappointing current members to serve another term, as appropriate.

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Council Member Secrest sought out new applicants for the ARC, and after careful recruiting, consideration, and review, is recommending the appointment of Janet Huston to the ARC.

Ms. Huston meets the eligibility requirement of being a registered voter of the City and has relevant architectural experience that will be valuable to the ARC.

ALTERNATIVES:

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

1. Approve Council Member Secrest's recommended appointment;
2. Do not approve the recommended appointment; or
3. Provide other direction to staff.

ADVANTAGES:

Approving the recommended appointment will provide for a full membership of the ARC.

DISADVANTAGES:

No disadvantages have been identified regarding this recommended appointment.

ENVIRONMENTAL REVIEW:

No environmental review is required for this item.

PUBLIC NOTIFICATION AND COMMENTS:

The Agenda was posted at City Hall and on the City's website in accordance with Government Code Section 54954.2.

Attachments:

1. Application – J. Huston