



MAYOR & COUNCIL COMMUNICATION

DATE: January 5, 2016

CONSENT

ITEM # 5

AGENDA ITEM: Planning Commission Re-Appointments

SUBMITTED BY: Joan Ziertman, Planning Program Assistant

THROUGH: Clark Schroeder, Interim City Administrator

REVIEWED BY: Stephen Wensman, City Planner

SUGGESTED ORDER OF BUSINESS (if removed from the Consent Agenda):

- Introduction of ItemCommunity Development Director
- Report/Presentation.....Community Development Director
- Questions from Council to Staff Mayor Facilitates
- Call for Motion Mayor & City Council
- Discussion..... Mayor & City Council
- Action on Motion..... Mayor Facilitates

POLICY RECCOMENDER: Staff is recommending that the City Council re-appoint Dale Dorschner, Dean Dodson and Tom Kreimer as a Full Voting Members of the Planning Commission, as their respective terms have expired at the end of 2015.

FISCAL IMPACT: None

SUMMARY AND ACTION REQUESTED: The City has received notification from Commissioner Dale Dorschner, Commissioner Dean Dodson and Commissioner Tom Kreimer that they are all are interested in serving an additional three-year term on the Planning Commission. Under the City’s Ordinances, all of these members are eligible to serve an additional term.

Staff is recommending that the City Council re-appoint Dale Dorschner, Dean Dodson and Tom Kreimer to the Planning Commission as part of the Consent Agenda. If removed from the Consent Agenda, the recommended action can be approved through the following motion:

“Move to re-appoint Dale Dorschner, Dean Dodson and Tom Kreimer to the Planning Commission to serve an additional three-year term.”

LEGISLATIVE HISTORY/BACKGROUND INFORMATION:

The Planning Commission consists of 7 Full Voting Members and 2 Alternate Members. Full Voting Members fill established seats or terms on the Planning Commission. Each official term lasts a period of three years. It is also important to note that the terms are staggered to ensure that not all seats or terms expire within the same year. At this time, the roster consists of 7 Full Voting Members and 2 alternates.

Based upon the City's current procedures pertaining to the membership of the Planning Commission, three terms are now officially expired and require reappointment. These terms are filled by Dale Dorschner, Dean Dodson and Tom Kreimer. Per the City's rules, each member of the Planning commission is eligible to serve two three-year terms. As it currently stands, reappointment of Commissioners Dorschner and Dodson would be their first full three-year term, as they were previously finishing out a term for a vacated position. Reappointment of Commissioner Kreimer would be for his second three-year term. The charts in Attachments #3 and #4 should help describe the current and proposed status of the Planning Commission.

SWOT:

Strengths: The three members up for re-appointment are experienced commissioners who are knowledgeable about the role and procedures of the Planning Commission.

Weaknesses: None

Opportunities: Re-appointment of Dale Dorschner, Dean Dodson and Tom Kreimer, supports the membership of the Planning Commission with three experienced Commissioners, thereby helping to fulfill its role as the land use advisory body to the City Council

Threats: Failure to re-appoint these members would reduce the Planning Commission roster to 6 members, which could easily reduce the likelihood for a quorum of the Planning Commission.

RECOMMENDATION:

Based on the aforementioned, Staff is recommending that the City Council re-appoint Dale Dorschner, Dean Dodson and Tom Kreimer to the Planning Commission as part of the Consent Agenda. If removed from the Consent Agenda, the recommended action can be approved through the following motion:

“Move to re-appoint Dale Dorschner, Dean Dodson and Tom Kreimer to the Planning Commission to serve an additional three-year term.”

ATTACHMENTS:

1. Dale Dorschner Email to Serve Additional Term
2. Dean Dodson Email to Serve Additional Term
3. Tom Kreimer Email to Serve Additional Term
4. Planning Commission Status – 2015
5. Planning Commission Status – Proposed for 2016

Joan Ziertman

From: daledorschner@comcast.net
Sent: Saturday, November 21, 2015 6:29 PM
To: Joan Ziertman
Cc: Dean.dodson@gmail.com; Gary Fields (glfields1@gmail.com); Kathy Haggard (haggardfive@hotmail.com); Rolf Larson (halver@mac.com); toddwilli@comcast.net; Tom Kreimer (tkreimer@comcast.net); Wendy Griffin; Stephen Wensman; dunn86@q.com; Benjamin Gozola, AICP; Clark Schroeder; Julie Johnson; mikepearson1965@yahoo.com; Justin Bloyer; Jill Lundgren; Anne Smith; Julie Fliflet
Subject: Re: Planning Commission Agenda and Packet for 11-23-15 Meeting

I would like to be reappointed

Thx

Sent from my iPhone

On Nov 19, 2015, at 4:14 PM, Joan Ziertman <JZiertman@lakeelmo.org> wrote:

Members of the Planning Commission:

Please find attached a copy of the agenda and packet for the November 23, 2015 Planning Commission meeting. The packet has been mailed out to you this afternoon. I have not had a chance to get the November 9th minutes done yet, but I will get them done for the next meeting.

I have been working on updated zoning code books for everyone, so if you have an old one, please bring it to the meeting and I will get you an updated book. I will try to have those available for each of you at Monday's meeting.

I have also attached an updated list of Planning Commission appointments and terms. We have 3 Commission members whose terms are up at the end of the year, Tom, Dean and Dale. If you are interested in being re-appointed for another term, please send me a quick email stating that you would like to be re-appointed and we will get that on the Council agenda at the first meeting of the year. Thank you!

Joan Ziertman
Planning Program Assistant
651-747-3918
Joan.Ziertman@lakeelmo.org

<Planning Commission Appointments and Terms 12.31.15.pdf>

<11.23.15 Planning Commission Packet.pdf>

Joan Ziertman

From: Dean Dodson <dean.dodson@gmail.com>
Sent: Tuesday, December 01, 2015 6:11 PM
To: Joan Ziertman
Subject: RE: Planning Commission Agenda and Packet for 11-23-15 Meeting

Hi Joan,
Sorry, thought I'd responded... I am interested in serving another 3 year term.
Thanks!
Dean

From: Joan Ziertman [mailto:JZiertman@lakeelmo.org]
Sent: Tuesday, December 1, 2015 1:45 PM
To: 'Dean Dodson' (dean.dodson@gmail.com) <dean.dodson@gmail.com>
Subject: FW: Planning Commission Agenda and Packet for 11-23-15 Meeting

Hi Dean,

I was working on a memo for reappointments for planning commission, but I don't see where I received an email back from you asking to be reappointed. Were you interested in serving another 3 year term? If you could just let me know if you are interested in being reappointed, or if you have decided not to seek reappointment, I would appreciate it.

Joan Ziertman
Planning Program Assistant
651-747-3918
Joan.Ziertman@lakeelmo.org

From: Joan Ziertman
Sent: Thursday, November 19, 2015 4:13 PM
To: 'daledorschner@comcast.net' <daledorschner@comcast.net>; 'Dean.dodson@gmail.com' <Dean.dodson@gmail.com>; 'Gary Fields (glfields1@gmail.com)' <glfields1@gmail.com>; 'Kathy Haggard (haggardfive@hotmail.com)' <haggardfive@hotmail.com>; 'Rolf Larson (halver@mac.com)' <halver@mac.com>; 'toddwilli@comcast.net' <toddwilli@comcast.net>; 'Tom Kreimer (tkreimer@comcast.net)' <tkreimer@comcast.net>; 'Wendy Griffin' <wgriffin@mnwcd.org>; Stephen Wensman <SWensman@lakeelmo.org>; 'dunn86@q.com' <dunn86@q.com>; 'Benjamin Gozola, AICP' <BGozola@sambatek.com>
Cc: Clark Schroeder <CSchroeder@lakeelmo.org>; Julie Johnson <JJohnson@lakeelmo.org>; 'mikepearson1965@yahoo.com' <mikepearson1965@yahoo.com>; Justin Bloyer <jbloyer@lakeelmo.org>; Jill Lundgren <JLundgren@lakeelmo.org>; 'Anne Smith' <anneismith@msn.com>; Julie Fliflet <JFliflet@lakeelmo.org>
Subject: RE: Planning Commission Agenda and Packet for 11-23-15 Meeting

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Joan Ziertman

From: Tom Kreimer <tkreimer@comcast.net>
Sent: Sunday, November 22, 2015 9:41 PM
To: Joan Ziertman
Subject: Re: Planning Commission Agenda and Packet for 11-23-15 Meeting

Hi Joan-

I would like to be re-appointed.

Regards-

Tom Kreimer

From: "Joan Ziertman" <JZiertman@lakeelmo.org>
To: daledorschner@comcast.net, "Dean dodson" <Dean.dodson@gmail.com>, "Gary Fields (glfields1@gmail.com)" <glfields1@gmail.com>, "Kathy Haggard (haggardfive@hotmail.com)" <haggardfive@hotmail.com>, "Rolf Larson (halver@mac.com)" <halver@mac.com>, toddwilli@comcast.net, "Tom Kreimer (tkreimer@comcast.net)" <tkreimer@comcast.net>, "Wendy Griffin" <wgriffin@mnwcd.org>, "Stephen Wensman" <SWensman@lakeelmo.org>, dunn86@q.com, "Benjamin Gozola, AICP" <BGozola@sambatek.com>
Cc: "Clark Schroeder" <CSchroeder@lakeelmo.org>, "Julie Johnson" <JJohnson@lakeelmo.org>, mikepearson1965@yahoo.com, "Justin Bloyer" <jbloyer@lakeelmo.org>, "Jill Lundgren" <JLundgren@lakeelmo.org>, "Anne Smith" <annejsmith@msn.com>, "Julie Fliflet" <JFliflet@lakeelmo.org>
Sent: Thursday, November 19, 2015 4:14:03 PM
Subject: RE: Planning Commission Agenda and Packet for 11-23-15 Meeting

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Joan Ziertman
Planning Program Assistant
651-747-3918
Joan.Ziertman@lakeelmo.org



2015 Planning Commission Appointments and Terms			
Commissioner	Term	Term Expires	Eligible to reapply for 3 year term?
Seat #1: Todd Williams	2	12/31/2017	No
Seat #2: Rolf Larson	1	12/31/2017	Yes
Seat #3: Tom Kreimer	1	12/31/2015	Yes
Seat #4: Dale Dorschner	*	12/31/2015	Yes (Eligible to serve two additional terms)
Seat #5: Dean Dodson	*	12/31/2015	Yes (Eligible to serve two additional terms)
Seat #6: Kathy Haggard	1	12/31/2016	Yes
Seat #7: Gary Fields	*	12/31/2016	Yes (Eligible to serve two additional terms)
1 st Alternate: Wendy Griffin	N/A	N/A	N/A
2 nd Alternate: Susan Dunn	N/A	N/A	N/A

*Denotes that the current term fills a previous vacancy.



2016 Planning Commission Appointments and Terms (proposed)			
Commissioner	Term	Term Expires	Eligible to reapply for 3 year term?
Seat #1: Todd Williams	2	12/31/2017	No
Seat #2: Rolf Larson	1	12/31/2017	Yes
Seat #3: Tom Kreimer	2	12/31/2018	No
Seat #4: Dale Dorschner	1	12/31/2018	Yes
Seat #5: Dean Dodson	1	12/31/2018	Yes
Seat #6: Kathy Haggard	1	12/31/2016	Yes
Seat #7: Gary Fields	*	12/31/2016	Yes (Eligible to serve two additional terms)
1 st Alternate: Wendy Griffin	N/A	N/A	N/A
2 nd Alternate: Susan Dunn	N/A	N/A	N/A

*Denotes that the current term fills a previous vacancy.