



## **STAFF REPORT**

DATE: January 8, 2019  
**REGULAR**

**AGENDA ITEM:** Planning Commission Appointments

**SUBMITTED BY:** Kristina Handt, City Administrator

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### **BACKGROUND:**

The Planning Commission is established to meet the requirements of state statute; to develop and enforce the Comprehensive Plan and amendments to the plan, subject to Council approval and the requirements of the Municipal Planning Act; and to review and make recommendations on subdivisions, zoning applications, planned unit developments, and site and building plans as provided by ordinance. No expenditures by the Commission shall be made unless and until authorized for the purpose by the Council. The Planning Commission shall consist of 7 voting members. The voting members shall be appointed for a 3-year term so that only 1/3 of the appointments will expire on December 31 of each year.

The terms of three commissioners expired 12/31/18: Dean Dodson, Tom Kreimer and Kristina Lundquist. The city notified all individuals of their terms expiring in early December asking them to reapply if they were interested in another term. In addition, with Dale Dorschner's election to the city council, his seat is open. Lastly, there had been an opening that was not filled when Terry Emerson resigned his position this fall. With the change in membership approved in December to eliminate alternates and go to 7 full voting members, the alternates were also asked to reapply if they were interested in reappointment. The city advertised for applications from the general public as well.

### **ISSUE BEFORE COUNCIL:**

Who should the Council appoint to the Planning Commission as alternates?

### **PROPOSAL:**

The city received 7 applications for 5 open positions on the Planning Commission. The open positions include one term ending 12/31/19 (due to Dorschner election), one term ending 12/31/20 (due to Emerson resignation), and three terms ending 12/31/21.

Applications were received from the following:

Kristina Lundquist  
Kathy Weeks  
Tucker Pearce  
Kyle Risner  
Brian Steil  
Charles Cadenhead  
Jeff Holtz

Interviews were held on January 2, 2019.

### **OPTIONS:**

Any of the above individuals would be eligible for appointment to the Planning Commission.

**RECOMMENDATION:**

*“Move to appoint \_\_\_\_\_ for a term ending 12/31/19.”*

*“Move to appoint \_\_\_\_\_ for a term ending 12/31/20”*

*“Move to appoint \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_ for terms ending  
12/31/21.”*