



**CITY COUNCIL AGENDA
Special City Council Meeting
City Council Chambers
3121 Gold Canal Drive, Rancho Cordova
November 10, 2003
6:30 P.M.**

1. Call to Order

2. Interview Planning Commission Candidates

a. The City Council will interview candidates for Planning Commissioner.

1. Staff report by Planning Director Junker

2. Candidate Interview Schedule

6:50 p.m.	Royce Harnsberger
7:00 p.m.	James W. Hunter
7:10 p.m.	Troy L. Konarski
7:20 p.m.	Thomas Moe
7:30 p.m.	Don M. Rumley
7:40 p.m.	Ray Savorn

3. City Council discussion and recess (7:50 p.m. to 8:10 p.m.)

4. Continue Candidate Interview Schedule

8:10 p.m.	Dan Skoglund
8:20 p.m.	Art Smith
8:30 p.m.	Ernest F. Vance
8:40 p.m.	Ralph Vigna
8:50 p.m.	Tom Wentz

5. Discussion and Commissioner nominations.

4. Adjournment

City Clerk's Certificate of Posting of Agenda

I, Diana Biddle, Interim City Clerk for the City of Rancho Cordova, declare that the foregoing agenda for the November 10, 2003, special meeting of the Rancho Cordova City Council was posted on October 31, 2003 at the office of the City of Rancho Cordova, 3121 Gold Canal Drive, Rancho Cordova, California, 95670 and was available for public review at that location. The agenda is also available on the city web site at www.cityofranhocordova.org.

Signed this 7th day of November, 2003, at Rancho Cordova, California.



Diana Biddle, Interim City Clerk

Staff Report

Date: November 10, 2003

To: Honorable City Council

From: Paul Junker, Planning Director



Subject: Planning Commission Interviews/Selection

RECOMMENDATIONS

Conduct interviews of Planning Commission candidates and proceed with Commissioner nominations as determined appropriate.

DISCUSSION

During its meeting of November 3, 2003, the City Council directed staff to coordinate interviews of Planning Commission candidates before the City Council. Those interviews will be held on November 10, 2003, during which staff will provide a brief introduction to be followed by ten minute interviews of each Commission candidate.

INTERVIEW PROCESS

Staff has provided direction to each candidate to offer a five minute presentation that addresses the following issues:

- Personal history within Rancho Cordova, including length of residency.
- Professional background and experience relevant to serving on the Planning Commission.
- Volunteer and appointed positions held either currently or in the past.
- Ability to work cooperatively with others.
- Evenings you could not attend meetings (Tuesday through Thursday are potential Planning Commission evenings).
- Why you wish to serve on the Planning Commission?

Following the comments of each candidate, the City Council will have five minutes to ask questions of the candidate. Staff has provided ranking sheets to facilitate ranking of candidates.

Candidates have been assigned interview times as follows:

6:50 p.m.	Royce Harnsberger	7:50 p.m.	Break/Discussion
7:00 p.m.	James W. Hunter	8:10 p.m.	Dan Skoglund
7:10 p.m.	Troy L. Konarski	8:20 p.m.	Art Smith
7:20 p.m.	Thomas Moe	8:30 p.m.	Ernest F. Vance
7:30 p.m.	Don M. Rumley	8:40 p.m.	Ralph Vigna
7:40 p.m.	Ray Savorn	8:50 p.m.	Tom Wentz

SELECTION PROCESS

Staff recommends that each Councilmember identify the single individual that they wish to nominate to the Commission. In the event that your chosen nominee is nominated by another Councilmember prior to your turn at nomination, then you will be asked to select an alternate nominee.

In addition to selecting personal nominee(s), each Councilmember will be asked to score the remaining Commission candidates to narrow the field of at-large candidates. Staff proposes the following methodology for nominees:

- Councilmembers are encouraged to take notes on prospective at-large candidates, with scoring of these candidates to occur after the first five nominations are completed.
- Each Councilmember may award up to 10 points to the at-large candidates, awarding all points to a single candidate or splitting points between two or more candidates.
- Once scoring is complete, staff will tabulate the scores and immediately report to the Council as to whether clear preferences have been noted.
- If clear preferences are noted and the Council finds agreement, the Council may wish to nominate the two at-large Commissioners at the November 10, 2003 meeting.

PLANNING COMMISSION WORKSHOP

The Institute for Local Self Government, with financial support provided by SACOG, will conduct a regional planning commissioner workshop on November 14th and 15th. Two Commissioners have been invited from each jurisdiction within the six county SACOG area. Two seats have been reserved for Rancho Cordova to allow our representation if the Council nominates Commissioners and identifies two nominees to attend the workshop. This workshop will be geared to experienced planning commissioners and staff would recommend our representatives have experience, possibly through prior service on CorPAC.

Attachments: Flyer for Planning Commissioner Summit

Sacramento Regional Planning Commissioner Training

November 14-15 • 8:30 a.m.-4:30 p.m.
Sponsored by the Institute for Local Self Government

Take advantage of this unique training program tailored specifically to the Sacramento region. The training is free of charge to participants. Sessions will include the following and much more:

- **Ethics for Planning Commissioners**

What are the roles of the planning commissioner? This session will draw on participants' experiences to examine the often-competing commissioner responsibilities to the applicant, city or county, and the public.

- **Regional Demographics: What's in Store for the Housing Market?**

Why is it so important to understand the demographics of both your own jurisdiction and your region? Explore anticipated changes in local demographics over the next 20 years and what these shifts might mean for current and future land use decisions.

- **Legal Basics**

The role of findings, adjudicative vs. legislative decision-making, ex parte contacts, CEQA, and a host of other basics presented creatively to get away from the lecture-as-usual format.

- **Development & Design Review Procedures**

One of the biggest challenges for a planning commission is ensuring that day-to-day decisions are connected with long-range community objectives. This interactive session will provide valuable tips for analyzing proposals.

- **Developer & Advocate: Two Views on Housing**

A housing advocate and a developer will share their views about what is working in this region. From housing elements and the RHNA process to overcoming NIMBY issues, this session will explore successful local programs in detail.

About the Presenters

The Institute is committed to bringing in top-notch speakers for this program. The faculty will include state and nationally known experts with local knowledge to produce the best possible training experience. An interactive, small-group learning atmosphere will insure that all participants will have an opportunity to have their questions addressed.

HOW TO REGISTER

Each jurisdiction in the six-county greater Sacramento region is encouraged to select two planning commissioners to attend the training. Additional commissioners will be admitted on a space-available basis. Cities and counties are encouraged to choose participants who represent a cross-section of skills and backgrounds. Send names and contact information for selected commissioners to higginsb@cacities.org or send a fax to (916) 444-7535. Commissioners will be contacted by the Institute to confirm their participation.

For more information, contact Bill Higgins at higginsb@cacities.org or at (916) 658-8250

**Sacramento Area Planning Commissioners Summit
DRAFT AGENDA**

Friday, November 14

- 8:30 a.m.-9:00 a.m.** Continental Breakfast
- 9:00 a.m.- 9:15 a.m.** Welcome: Announcements & Introductions Bill/Anya
- 9:15 a.m.-10:45 a.m.** Leadership Exercise #1: The Ethic of A Planning Commissioner
Facilitated Exercise. What are the roles of the planning commissioner? This session draws on attendee experiences to examine the often-competing commissioner responsibilities to the applicant, city or county, and the public. Understanding these roles is useful in making those "tough calls" when faced with fierce neighborhood opposition.
- 10:45 a.m.-11:00 a.m.** Break
- 11:00 a.m.-12:00 p.m.** Regional Issue Session #1: The SACOG Blueprint Project
Bill Hughes, Mike McKeever. This session will provide an update on the Blueprint process and how planning commissions can use the information to make more informed land use decisions.
- 12:00 p.m. -1:15 p.m.** Lunch. Speaker: Regional Demographics: What's in store for the Six County housing market? Dowell Myers, Professor, USC
Why is it so important to understand the demographics of both your own jurisdiction and your region? This session will explore anticipated changes in local demographics over the next 20 years and what these shifts might mean for current and future land use decisions.
- 1:30 p.m.-2:15 p.m.** Regional Issue #2: Habitat Preservation in the Six County Region
Amy Rutledge will highlight some of the key issues and developments surrounding this issue in the six county region. Plenty of time will be left for dialogue.
- 2:15 p.m. - 2:30 p.m.** Issue Identification Exercise
(Identify issues for a more in depth discussion on day two).
- 2:30 p.m.-3:15 p.m.** Visual Housing Preference Survey
Paul Zykovsky, Local Government Commission (invited)
- 3:15 pm to 3:25 pm** Break
- 3:25 p.m.-4:35 p.m.** Leadership Exercise #2: Legal Basics
Lou Green, County Counsel, El Dorado County
Problem Solving. Small groups are given one of four hypotheticals. Each will spot issues and identify solutions. The problems will focus on conflicts, open meeting laws and basic hearing procedures. Some problems will raise issues neighboring jurisdictions. Lou Green will share his ideas and three or four overarching principles and practice tips that planning commissioners should keep in mind.
- 4:00 –4:15 pm** Complete Day One Evaluations - Announcements

Saturday, November 15

- 8:30 a.m.-9:00 a.m.** Continental Breakfast
- 9:00 a.m.-10:30 a.m.** Leadership Exercise #3: A Structured Discussion
Facilitated. Following up on the issue identification exercise on day one, this time is set-aside for participants to start applying what they have learned in contexts they have already encountered. The group will identify difficult situations that they have encountered and break into groups to develop solutions. Topic(s) will be determined by participants.
- 10:45 a.m.-11:00 a.m.** Break
- 11:00 am – 12:00 am** Continue Leadership Exercise #3 – Regional Issues.
Facilitated. This part of the discussion – again based on input given on the questionnaire filled out the day before – will focus on cross-jurisdiction (or regional) issues facing planning commissioners.
- 12:00 p.m.-1:30 p.m.** Lunch: Regional Issue #3
Developer & Advocate: Two Views on Housing from One Person
Speakers: Developer (TBA); Advocate: Doug Shoemaker, Nonprofit Housing Association of Northern California. Housing advocate and building developer will share their views about what is necessary to What is working in this region? From housing elements and the RHNA process to overcoming NIMBY issues, this session will explore successful local programs in detail.
- 1:45 p.m.-2:30 p.m.** CEQA ISSUES – Understanding Environmental Review.
- 2:30 pm to 3:20** Effective Meetings
- 3:20 to 3:30 pm** Break
- 3:30 p.m.-4:15 p.m.** Development & Design Review Procedures
Gary Binger. One of the biggest challenges of a planning commission is ensuring that day-to-day decisions are connected with long-range community objectives. This interactive session will provide valuable tips for analyzing proposals
- 4:15 p.m.-4:30 p.m.** Wrap-Up and Evaluations