



# *City of Rolling Hills*

INCORPORATED JANUARY 24, 1957

**Agenda Item No.: 15.C**  
**Mtg. Date: 10/23/2023**

**TO:** HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

**FROM:** JOHN SIGNO, DIRECTOR OF PLANNING & COMMUNITY SERVICES

**THRU:** DAVID H. READY

**SUBJECT:** RECEIVE AND FILE A REPORT ON THE PLANNING COMMISSION AND TRAFFIC COMMISSION TERMS EXPIRING ON JANUARY 1, 2024.

**DATE:** October 23, 2023

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**BACKGROUND:**

Below is a list of Commissioner whose terms will expire. The list also identifies the date of their original appointment and term expiration.

Planning Commission

Sean Cardenas	June 8, 2015	to	January 1, 2024
Brad Chelf (Chair)	April 26, 2010	to	January 1, 2024

Traffic Commission

Dr. Val Margeta	September 23, 1996	to	January 1, 2024
V'Etta Virtue	April 13, 1983	to	January 1, 2024

**DISCUSSION:**

The Commissions appointment process for filling the expiring terms calls for the incumbents and public to be informed of the Commission openings prior to the expiration of the Commissioners' terms. As noted in the appointment schedule, staff proposes to send letters to each incumbent advising them of the process to be considered for re-appointment, as well as post the notice at City Hall and advertise the openings in the City Blue Newsletter during the remainder of October and early November, 2023. It also provides almost four weeks of public notification. Once letters of interest for serving on the Commission are received, staff will schedule interviews for the City Council Personnel Committee with the candidates.

Attachment 1 is the schedule for the recruitment and appointment process.

Attachment 2 is a sample of the official notification, per the Maddy Act, to be posted at City Hall on October 23, 2023.

**FISCAL IMPACT:**

None.

**RECOMMENDATION:**

Receive and file the proposed schedule for appointments of Planning Commissioners and Traffic Commissioners.

**ATTACHMENTS:**

[CL\\_AGN\\_231023\\_CC\\_TentativeCommissionerAppointment\\_Timeline.pdf](#)

[CL\\_AGN\\_231023\\_CC\\_PC-Appt\\_Posting.pdf](#)

[CL\\_AGN\\_231023\\_CC\\_TC-Appt\\_Posting.pdf](#)