

**DATE:** November 28, 2022  
**TO:** Honorable Mayor and City Council  
**FROM:** Wanda Wong, Deputy City Clerk  
Heather Glaser, City Clerk  
**TITLE:** **Conduct Environmental Planning Commission  
Applicant Interviews**



# STUDY SESSION MEMO

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## **PURPOSE**

Interview seven applicants for the upcoming vacancies on the Environmental Planning Commission.

## **DISCUSSION**

In August and September 2022, the City Clerk's Office conducted a recruitment process for two upcoming openings on the Environmental Planning Commission (EPC): two four-year terms beginning January 1, 2023 to December 31, 2026.

Based on the established EPC selection process, the entire Council will interview the applicants. At the conclusion of the interviews, Council will determine its appointment recommendations for final consideration and action at the December 6 City Council meeting.

At its November 21, 2022 meeting, the Council Appointments Review Committee recommended appointing Anne Cavanaugh to the Downtown Committee (Community-at-Large) and Molly Smith to the Human Relations Commission. They are listed on the interview schedule.

**PUBLIC NOTICING**—Agenda posting.

WW-HG/1/CAM  
429-11-28-22SS  
202581

Attachments: 

1. Incumbent Attendance Report
2. Interview Schedule
3. Current EPC Roster
4. Board/Commission/Committee Member Selection Guidelines