



## Planning Commission

### Planning Commission Candidate Screening Process

**Agenda Date:** 2/4/2019  
**Agenda Item Number:**  
**File Number:** 19-0112

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**Type:** discussion **Version:** 1 **Status:** Filed

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#### **Title**

Planning Commission Candidate Screening Process

#### **Recommended Action**

Move to approve a process for reviewing and making recommendation to the General Government Committee on applicants to be interviewed for the vacant Planning Commission position.

#### **Report**

##### **Issue:**

Whether to move forward with staff's recommended process for reviewing and making recommendation to the General Government Committee on applicants to be interviewed for the vacant Commission position.

#### **Staff Contact:**

Stacey Ray, Senior Planner, Community Planning and Development, 360.753.8046

#### **Presenter(s):**

Stacey Ray, Senior Planner, Community Planning and Development

#### **Background and Analysis:**

The City Council would like to engage the City Advisory Committees and Commissions in helping identify candidates to interview for vacant Committee and Commission positions. The General Government Committee has asked that members screen all applicants, and identify three candidates to be interviewed for every one vacant position. The Planning Commission will have one vacancy to fill this year.

This agenda item is to discuss a proposed process for screening candidates, including use of Attachment A, a form provided by the General Government Committee to evaluate potential candidates.

Discussion of the candidates is scheduled for the Commission's regularly scheduled meeting agenda on March 4. This enables the Commission to forward a recommendation to General Government, who will then hold candidate interviews and notify the selected candidate by the end of March. The new Commissioner would begin their term in April.

**Neighborhood/Community Interests (if known):**

N/A

**Options:**

1. Approve staff's recommended process to help screen potential candidates to be interviewed for the vacant Commission position.
2. Refine and approve a process to help screen potential candidates to be interviewed for the vacant Commission position.
3. Choose not to participate in screening potential candidates to be interviewed for the vacant Commission position.

**Financial Impact:**

There is no financial impact to the Commission participating in screening potential candidates for a vacant position.

**Attachments:**

Boards & Commissions Application Evaluation Matrix