

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: DINA MANIS, CITY CLERK
CITY CLERK'S OFFICE
SUBJECT: APPOINTMENT TO FILL VACANCY ON THE DESIGN REVIEW
AND PRESERVATION BOARD

AGENDA ACTION: MOTION

RECOMMENDATION

The City Clerk's Office recommends that the Council review an application and consider an appointment, by motion, to the Design Review and Preservation Board to fill a vacancy for the position of archeologist, architectural historian or historian, with a term ending December 31, 2028. This item has no impact on current fiscal year budget.

EXECUTIVE SUMMARY

The Council will consider an appointment to fill one vacancy on the Design Review and Preservation Board (DRPB) for the position of archeologist, architectural historian, or historian with a term ending December 31, 2028.

GOAL

This item relates to Council Goal #4 - Foster a Safe, Healthy, and Inclusive Community by assuring appointments of qualified individuals representing the community to City boards, commissions, and committees.

BACKGROUND/PRIOR COUNCIL REVIEW

The DRPB has one eligible applicant to fill one vacancy on the board due to a resignation. As the number of applicants does not exceed the number of positions available, the recommendation is for an application review rather than an applicant interview.

ANALYSIS

DRPB members are appointed by the full Council per Council Policy 000-06. All persons interested in serving on City boards, commissions, and committees are required to

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submit application to the City Clerk's Office. Incumbents who have served one term can submit a letter of interest in lieu of an application.

The DRPB shall be composed of the following positions: At least (2) licensed architects; at least (1) licensed landscape architect or licensed landscape contractor; at least (1) archaeologist, architectural historian, or historian; and (3) at-large members, preferably involved in the design, construction, civil or structural engineering, and/or historic preservation industry.

DRPB has received one application to fill the vacancy for the position of archaeologist, architectural historian, or historian. Planning and Economic Development (PED) staff has reviewed and confirmed the eligibility of the application received.

DRPB Applicant	Term End	Subsequent Term Length	Term End
Vicenzo Signoretti (Archaeologist, architectural historian, or historian)	12/31/2028	4 years	12/31/2032

FISCAL IMPACT

Approval of this action does not have a fiscal impact on the General Fund.

ENVIRONMENTAL IMPACT

Pursuant to CEQA Guidelines Section 15378, the recommended action is not a "project" subject to the California Environmental Quality Act (CEQA) because it does not have a potential for resulting in either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

NOTIFICATION

The City Clerk's Office has conducted recruitment efforts seeking applicants to fill vacancies through the following means:

- Noticing on the srcity.org/boards website
- Advertisement in The Press Democrat and LaVoz
- Announcements through City Connections, the Fall/Winter Activity Guide, and social media outreach
- Posting of a recruitment flyer with QR code in multiple City owned locations

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- Email announcements to multiple community partners including Sonoma State, SRJC, local libraries, senior centers and other community groups
- Report outs at City Council and Board/Committee meetings

ATTACHMENTS

- Attachment 1 - Notice of Application Availability
- Attachment 2 - Council Policy 000-06, Appointment to Boards/Commissions/Committees
- Attachment 3 – Ordinance ORD-2025-003

PRESENTER(S)

Dina Manis, City Clerk