



DATE: January 21, 2025

TO: Mayor and Members of the City Council President and Members of the Estero Municipal Improvement District (EMID) Board of Directors

VIA: Stefan Chatwin, City Manager

FROM: Priscilla Schaus, Communications Director/City Clerk

DEPARTMENT: Communications/City Clerk

SUBJECT: APPOINTMENTS OF ONE MEMBER TO A PARTIAL TERM FROM JANUARY 1, 2023 THROUGH DECEMBER 31, 2025 ON THE AUDIT COMMITTEE AND TWO MEMBERS TO PARTIAL TERMS FROM JUNE 1, 2021 THROUGH MAY 31, 2025 AND JUNE 1, 2022 THROUGH MAY 31, 2026 ON THE PLANNING COMMISSION

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## RECOMMENDATION

It is recommended that the City Council/EMID Board of Directors (City Council) take the following actions:

1. Interview and by Minute Order, appoint one (1) member to a partial term from January 1, 2023 to December 31, 2025 on the Audit Committee; and
2. Interview and by resolution, appoint two (2) members to partial terms from June 1, 2021 to May 31, 2025 and June 1, 2022 to May 31, 2026 on the Planning Commission.

With these appointments, both the Audit Committee and the Planning Commission will have full complements.

## EXECUTIVE SUMMARY

## **Audit Committee**

The Audit Committee was established and appointed by the City Council/EMID Board of Directors on June 20, 1977 and its purpose was to advise the City Council/District Board regarding the selection of the independent auditor(s), the review of the annual audit process and financial statements, and other financial matters as requested by the City Council/EMID Board. The Audit Committee is a Citizens Advisory Committee and is subject to the provisions of [Chapter 2.36](#) of the Foster City Municipal Code and [Chapter 2.28](#) of the Foster City EMID Code. The committee meets twice a year in April and November.

The Audit Committee consists of five (5) members and currently has one (1) vacancy for a partial term from January 1, 2023 to December 31, 2025. There is currently one (1) vacancy due to a resignation in March 2024.

A notice of vacancy to fill the term on the Audit committee was advertised in the local newspapers, posted, and displayed on the City's website and FCTV posted for thirteen (13) weeks.

The Audit Committee application deadline was originally set for October 17, 2024 but was extended 8 weeks to December 19, 2024 due to no applications received by the deadline.

The following people applied by the extended deadline:

Audit Committee (1 vacancy)

1. Ranjani Thiagarajan

## **Planning Commission**

The Planning Commission was established in 1972 and members are appointed by the City Council. The purpose of the commission is to consider the overall site and architectural development, and redevelopment of properties of all commercial, industrial, and residential districts in Foster City. The Planning Commission is subject to the provisions of [Chapter 2.28](#) of the Foster City Municipal Code. The commission meets on the first and third Thursday of each month.

The Planning Commission consists of five (5) members and currently has two (2) vacancies for partial terms from June 1, 2021 to May 31, 2025 and June 1, 2022 to May 31, 2026. A seat on the Planning Commission became vacant on December 9, 2024 when one commissioner was elected to the City Council; and a second seat became vacant on December 31, 2024 due to a resignation.

A notice of vacancy to fill the terms on Planning Commission was advertised in the local newspapers, posted, and displayed on the City's website and FCTV posted five (5) weeks.

The following people applied by the established deadline:

Planning Commission (2 vacancies)

1. Shane Arters
2. Vijay Dodd
3. Jacob Fox
4. Owjan Hashtroodi
5. Ronald Kahn
6. Janey Kaster
7. Shankar Kenkre
8. Puneet Kumar
9. Barry Salberg
10. Doug Stoveland
11. Miguel Torres
12. Cindy Wang

California Environmental Quality Act

Not Applicable

FISCAL IMPACT

There is no fiscal impact associated with these appointments.

CITY COUNCIL VISION, MISSION, AND VALUE/PRIORITY AREA

City Council Operations and Improved Community Engagement

ATTACHMENTS:

- Attachment 1 – Resolution
- Attachment 2 – Audit Committee Press Release
- Attachment 3 – Planning Commission Press Release
- Attachment 4 – Audit Committee Application
- Attachment 5 – Planning Commission Applications