
MEMORANDUM**CITY OF SPRINGFIELD**

DATE OF WORK SESSION: January 21, 2009**TO:** Springfield Committee for Citizen Involvement**TRANSMITTAL
MEMORANDUM****FROM:** Molly Markarian, Planner II**SUBJECT:** Glenwood Citizen Advisory Committee Appointments

ISSUE: Ten citizens have applied for the four remaining vacant positions on the Citizen Advisory Committee for the Glenwood Refinement Plan Update Project.

DISCUSSION: During the October 7, 2008 work session, the Committee for Citizen Involvement (CCI) reviewed and approved the Citizen Involvement Plan for the Glenwood Refinement Plan Update Project. The Plan included staff's recommended categories of participants for the Citizen Advisory Committee (CAC). The committee's purpose is to provide input, feedback, and guidance to staff, and to forward recommendations to the Planning Commission.

During the November 18, 2008 work session, the CCI appointed fifteen members to the CAC. At that time, the CCI also directed staff to conduct focused recruitment to fill the remaining four open positions on the CAC in the categories of affordable housing advocate, Glenwood employee, and lender/realtor.

Following the November 18, 2008 work session, the Register Guard published an article on November 27, 2008 regarding the status of the Citizen Advisory Committee. In addition, Staff contacted affordable housing providers who have developed property in Springfield to inform them of the vacant affordable housing advocate position on the committee. Staff also contacted citizens who had previously expressed interest in the committee but had not submitted applications.

Ten applications have been received as of the date of this memorandum for the remaining vacancies on the CAC. Two candidates applied for the one vacant affordable housing advocate position, two candidates applied for the two vacant Glenwood employee positions, and five candidates applied for the one vacant realtor/lender position. A Glenwood resident also submitted an application. Upon reviewing these applications, staff has proposed that the candidates listed in Attachment 1 be appointed to the CAC vacancies. In addition, staff proposes that the CCI consider creating an additional Glenwood Resident position on the CAC and fill that slot with the proposed candidate.

RECOMMENDATION/ ACTION REQUESTED: Staff requests that the CCI review the Glenwood CAC applications received during the extended recruitment period and select the proposed participants to fill the four vacant positions on the committee in the categories of affordable housing advocate, Glenwood employee, and lender/realtor. Staff also requests that the CCI create an additional Glenwood resident position on the CAC and appoint the proposed candidate to fill that position.

ATTACHMENTS:

Attachment 1: Proposed CAC Participant List

Attachment 2: CAC Application Forms Received During Extended Recruitment Period