



**REPORT TO COUNCIL**  
**City of Sacramento**

915 I Street, Sacramento, CA 95814-2604  
www.CityofSacramento.org

Consent  
**August 1, 2006**

**Honorable Mayor and  
Members of the City Council**

**Title:** Removal of a Member from the City Planning Commission

**Location/Council District:** Citywide

**Recommendation:** Approve the removal of Theresa Taylor-Carroll from the City Planning Commission for consecutive unexcused absences.

**Contact:** Stephanie Mizuno, Assistant City Clerk, 808-8093; Shirley Concolino, City Clerk, 808-5442.

**Presenters:** N/A

**Department:** City Clerk's Office

**Division:** N/A

**Organization No:** 0700

**Description/Analysis**

**Issue:** Consecutive unexcused absences are considered good cause for removal of a board member as contained in the City Code and City Charter.

**Policy Considerations:** The action is consistent with City Code Section 2.40.100 and City Charter Article XV, Section 232.

**Environmental Considerations:** None.

**Commission/Committee Action:** None.

**Rationale for Recommendation:** Removing a member for consecutive unexcused absences provides the City with the opportunity to fill a seat with a member who is fully committed to the time and effort needed to be a contributing member of the



commission. Having members who are fully committed to attendance also assists the commission in maintaining a sufficient number of members to establish a quorum.

**Financial Considerations:** None.

**Emerging Small Business Development (ESBD):** None.

Respectfully Submitted by:           *S. Mizuno*            
Stephanie Mizuno,  
Assistant City Clerk

Recommendation Approved:

          *Shirley Concolino*            
Shirley Concolino  
City Clerk

<b>Table of Contents:</b>	
Report	pg 1
<b>Attachments</b>	
1    Background	pg. 3

**Background:**

On July 11, 2006, the City Clerk's Office mailed a certified letter notifying Theresa Taylor-Carroll of the City's intent to remove her from the City Planning Commission. This letter included notice of the pending action, steps on how to respond to the action, and the dates on which the unexcused absences occurred. Those dates are (7/14/05, 7/21/05, 7/28/05, 8/11/05, 5/11/06, 5/25/06 and 6/8/06).

As required in the City Charter, the notice was provided at least 10 days prior to this meeting.

Charter and City Code References:

§ 232 Removal of members of boards and commissions. - For good cause, neglect of duty or misconduct in office, a member of a city board or commission who has been appointed for a specified term by the city council or by the mayor with the approval of the city council, may be removed from office during such term by the city council. Such member may be removed only after such member has been given a copy of the charges against such member at least ten days prior to a hearing to be held on the charges. At the hearing the member shall have an opportunity to be heard in person or by counsel.

2.40.100 Failure to attend meetings. - A. The failure of any member of any board or commission described in Section 2.40.090 of this chapter to attend three consecutive regular meetings shall be deemed good cause for removal of such member from office under the provisions of Section 232 of the Sacramento City Charter; B. In the case of any board or commission for which no regular meeting date and time has been established, the failure of any member of any such board or commission to attend two consecutive meetings which have been called pursuant to law shall be deemed good cause for removal from office under the provisions of Section 232 of the Sacramento City Charter; and C. The absence of any board or commission member on account of the performance of his or her official duties shall not be deemed a failure to attend a meeting described in subsections A or B of this section. (Prior code § 60.02.011)

2.40.090 Applicability. - Notwithstanding any other provision of this code to the contrary, the provisions of this article shall be applicable to members of any board or commission of the city appointed by the mayor with the concurrence of the city council or appointed by the city council, and to those members of any other board or commission who are appointed by the mayor with the concurrence of the city council or appointed by the city council. (Prior code § 60.02.010)