

## REPORT TO CITY COUNCIL

**DATE: MAY 10, 2023**

**TO: HONORABLE MAYOR AND COUNCILMEMBERS**

**FROM: NATHAN HAMBURGER, CITY MANAGER**

**BY: KIMBERLY M. RODRIGUES, CITY CLERK**

**SUBJECT: APPOINTMENT TO FILL PLANNING COMMISSION VACANCY**

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Pursuant to Section 2802 of the Agoura Hills Municipal Code, the Planning Commission shall consist of five members, each of whom shall be a resident of the City of Agoura Hills, appointed by the Mayor and ratified by the City Council. The term of office for each Planning Commissioner shall be two (2) years. Following the 2022 application process, each Councilmember submitted the name of an appointee to serve on the Planning Commission, for the two-year period of January 11, 2023, through January 8, 2025. The appointments were ratified by the full City Council on January 11, 2023.

On April 5, 2023, Commissioner Murtaza Mogri submitted a resignation letter (Exhibit "A") creating an unscheduled vacancy for his position on the Planning Commission for a two-year term scheduled to expire on January 8, 2025. Commissioner Mogri was Mayor Chris Anstead's appointee.

Pursuant to Section 54974 of the California Government Code, the City is required to post an unscheduled vacancy notice no later than 20 days after the vacancy occurred, as required by law, with notification that final appointment to the Planning Commission shall not be made by the City Council at least 10 working days (i.e., April 21, 2023) after posting of the notice.

On April 7, 2023, the City Clerk published and posted an advertisement for the unscheduled vacancy (Exhibit "B"). Any resident, and registered voter, of Agoura Hills interested in being considered for appointment to the Planning Commission was provided the opportunity to submit an application by the April 27, 2023, deadline. All applicants that participated in the 2022 City Council Vacancy and formal Planning Commission application processes were invited to participate.

A total of five (5) Planning Commission applications were received by the published deadline. Upon review of the applications, Mayor Anstead has submitted the name of an appointee, Kate Anderson, to serve on the Agoura Hills Planning Commission, for the remainder of the two-year term of the unscheduled vacancy, expiring on January 8, 2025.

## **RECOMMENDATION**

The City Council ratify the proposed Planning Commission appointment, as outlined above, of Kate Anderson, to serve on the Agoura Hills Planning Commission for the remainder of the two-year term of the unscheduled vacancy, expiring on January 8, 2025.

Attachments: Exhibit A - Letter of Resignation from Murtaza Mogri  
Exhibit B - Unscheduled Vacancy Notice

Exhibit A

*Letter of Resignation from Murtaza Mogri*

**Murtaza Mogri**  
Planning Commissioner, City of Agoura Hills

**April 5, 2023**

**City of Agoura Hills**  
30001 Ladyface Court  
Agoura Hills, CA 91301

**Dear City Manager Nate Hamburger, Assistant City Manager Ramiro Adeva, City Clerk Kimberly Rodrigues, and Community Development Director Denice Thomas,**

**Since 2019, I have had the pleasure to serve as a Planning Commissioner for the beautiful City of Agoura Hills, including as Chair and Vice Chair. I am truly grateful for this opportunity to serve our community, listen to our residents, and best represent their needs and interests on the Planning Commission. I am also deeply appreciative of the support from city staff throughout my time on the Commission.**

**Unfortunately, due to unforeseen circumstances, my wife and I will be moving to be closer to our family. As such, as of today, I would like to resign from my seat on the Planning Commission.**

**My wife and I truly enjoy living in Agoura Hills, and we do hope and plan to return. Nevertheless, as we have learned this year, it is difficult to know where life will take us, but we know for sure that we will truly miss the good life here in Agoura Hills.**

**Many thanks and warmest regards,**

A handwritten signature in black ink, appearing to be 'Murtaza Mogri', written in a cursive style with a long horizontal flourish extending to the right.

**Murtaza Mogri**

Exhibit B  
*Unscheduled Vacancy Notice*



**UNSCHEDULED VACANCY NOTICE**  
**APPLICATIONS AVAILABLE FOR APPOINTMENT**  
**TO THE AGOURA HILLS PLANNING COMMISSION**

Pursuant to California Government Code Section 54974, **NOTICE IS HEREBY GIVEN** that one (1) unscheduled vacancy has occurred on the **AGOURA HILLS PLANNING COMMISSION** for a two-year term scheduled to expire on January 8, 2025.

The City is seeking applicants to fill the vacancy on the Planning Commission. Applicants must be residents and registered voters of the incorporated area of the City of Agoura Hills. Further information and application packets are available online at: [agourahillscity.org](http://agourahillscity.org) under "City Highlights" or on the Planning Commission page or by contacting the City Clerk's Office at (818) 597-7300.

**To be considered for this vacancy, a signed original application must be received and date stamped by the City Clerk's Office no later than the deadline: 12:00 p.m. (Noon) on Thursday, April 27, 2023.**

This notice was duly posted no later than 20 days after the vacancy occurred, as required by law. Final appointment to the Planning Commission shall not be made by the City Council at least 10 working days (i.e., April 21, 2023) after posting of this notice in the Office of the City Clerk.

A handwritten signature in blue ink that reads "Kimberly M. Rodrigues".

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Kimberly M. Rodrigues, MPPA, MMC  
City Clerk, City of Agoura Hills  
Dated and Published: April 7, 2023