

# Memorandum



**Date:** October 18, 2005  
**To:** Chair Boysen and  
Members of the County Planning Commission  
**From:** Ronald Cortez, Deputy Chief Executive Officer  
**Subject:** Commission compensation and reimbursements

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The Planning Commission has asked to have an item placed on the agenda to discuss Commission compensation and reimbursement. As background for this discussion, staff has briefly surveyed a few other communities to provide an initial comparison of how the County's Planning Commissioners are compensated to those of these other planning commissions. This survey is attached (Attachment A).

The survey examines seven other planning commissions and lists the Commissioner stipend, how many meetings the Commission typically holds per month, whether commissioners receive any reimbursement beyond their stipend, whether they receive mileage reimbursement to and from meetings, and if the costs for site visits are reimbursable by the jurisdiction. Staff intended the survey to be a snapshot to enable the Planning Commission to have some sense of where their compensation and reimbursements are compared to those of their colleagues.

The County has a policy defining Commissioner compensation and defining what Commissioner costs are now reimbursable. Planning Commissioners thus have the opportunity to submit reimbursement claims to the County for such costs incurred. That policy is in County Code, Chapter 2 Article 5. It reads:

See. 2-26.3. Same--Compensation; reimbursement for mileage.

(a) The appointive members of the county planning commission shall receive as compensation for attendance at meetings of such commission the sum of two hundred and fifty dollars for each meeting attended, whether regular or special, as compensation. Members shall receive additional compensation in the amount of fifty dollars per meeting for review of materials and preparation. Members shall be reimbursed by the county of Santa Barbara for their round-trip mileage from their places of business within this county to the place of the meeting of the planning commission at the rate per mile allowed to county officers and employees. Round-trip mileage for site visits shall be reimbursed at the rate per mile allowed to county officers and employees.

(b) The appointive members of the Montecito planning commission shall serve without compensation. (Ord. No. 1695, § 7; Ord. No. 4468, § 2)

Staff recommends the Planning Commission discuss Commissioner compensation and reimbursements and provide further direction to staff.

**Attachment A**  
**Planning Commission Survey**  
**Compensation, and reimbursements**

<b>Jurisdiction</b>	<b>Contact name and phone</b>	<b>Stipend</b>	<b>Meetings per Month</b>	<b>Any reimbursements?</b>	<b>Are Commissioners paid mileage to/from meetings?</b>	<b>Are site visit costs reimbursed?</b>
Santa Barbara County	Steve Mason x2070	\$300/mtg	3	lunch on meeting days	yes	mileage only
Santa Barbara County (Montecito Area PC)	Steve Mason x2070	\$0/mtg	1	no	no	no
City of Santa Barbara	Jan Hubbell 564-5470	\$50/mtg	3-4	no	no	site visits by staff in City van
Ventura County	Kristine Graves 654-2488	\$50/mtg	varies	no	yes	mileage only - not site visits
Kern County	Janet Bowtell (661) 862-8600	\$65	2	yes	yes	yes
SLO County	Lona Franklin 781-5611	\$150/mtg	2	yes for conferences, meals	yes	mileage and travel
Marin County	Kim Shine (kshine@co.marin.ca.us) (415) 499-6269	\$100/mtg	2	lunch or dinner if the mtg goes over	No	No
Sonoma County	Sue Waxman, Commission Sec, (707) 565-1947	\$75/mtg	2	yes for conferences, no meals	yes	mileage and travel