



CITY OF WILDOMAR – PLANNING COMMISSION
Agenda Item #3.2
GENERAL BUSINESS
Meeting Date: October 21, 2015

TO: Chairman and Members of the Planning Commission

FROM: Matthew C. Bassi, Planning Director

SUBJECT: Election of a New Vice-Chairman:
Planning Commission action to elect a new Vice-Chairman for the remainder of the 2015 calendar year.

STAFF REPORT

RECOMMENDATION

The Planning Department recommends the Planning Commission elect a new Vice-Chairman in accordance with Section 2 of the Planning Commission bylaws.

DISCUSSION

With the recent decision by Vice-Chairman Swann to step down from the Commission, it is appropriate at this time for the Commission to elect a new Vice-Chairman. The City Council recently gave approval to staff to move forward with a recruitment to fill this vacancy. The process could take a couple of months. The new Vice-Chairman will serve for the remainder of the 2015 calendar year.

Procedurally, Madam Chairperson Langworthy will take the lead on this action by first requesting a nomination for the new Vice-Chairman from other Commissioners. Once all nominations are made, the vote of the Commissioners takes place, in the order of the nominations.

In accordance with the by-laws, the new Vice-Chairperson will then reside accordingly at the next scheduled Planning Commission meeting for the remainder of the 2015 calendar year.

Respectfully Submitted,
Matthew C. Bassi
Planning Director

Reviewed By,
Erica L. Vega
Assistant City Attorney