



CITY OF WILDOMAR – PLANNING COMMISSION
Agenda Item #3.1
GENERAL BUSINESS
Meeting Date: December 2, 2015

TO: Chairman and Members of the Planning Commission

FROM: Matthew C. Bassi, Planning Director

SUBJECT: Election of New Planning Commission Officers:
The Planning Commission will elect a new Chairman and Vice-Chairman for the 2016 calendar year in accordance with the City of Wildomar Planning Commission Bylaws.

STAFF REPORT

RECOMMENDATION:

The Planning Department recommends the Planning Commission elect a new Chairman and Vice-Chairman for the 2016 calendar year in accordance with Section 2 of the Planning Commission bylaws.

DISCUSSION:

In accordance with Section 2 of the Commission bylaws, election of a new Chairperson and Vice-Chairperson shall occur at the first regular Planning Commission meeting in December of each year. The Chair and Vice-Chair can serve more than one term and there is no right of succession, nor a minimum time of service as a Planning Commissioner to be Chair or Vice-Chair.

Procedurally, the current Chairperson takes the lead on this action by first requesting a nomination for Chairperson from other Commissioners. Once a motion for a nomination is made, with a second, the vote of the Commissioners takes place. The same procedure is followed for the Vice-Chair position.

In accordance with the by-laws, the new Chairperson and Vice-Chairperson will then reside accordingly at the next scheduled Planning Commission meeting. The next regular Planning Commission meeting is scheduled for January 6, 2016.

Respectfully Submitted,
Matthew C. Bassi
Planning Director

Reviewed By,
Erica L. Vega
Assistant City Attorney