



CITY OF WILDOMAR – PLANNING COMMISSION
Agenda Item #3.2
GENERAL BUSINESS
Meeting Date: May 18, 2016

TO: Chairman and Members of the Planning Commission

FROM: Matthew C. Bassi, Planning Director

SUBJECT: Election of a New Vice-Chairman:
The Planning Commission election a new Vice-Chairman for the remainder of the 2016 calendar year in accordance with Section 2 of the City of Wildomar Planning Commission Bylaws.

STAFF REPORT

RECOMMENDATION:

The Planning Department recommends the Planning Commission elect a new Vice-Chairman for the remainder of the 2016 calendar year.

DISCUSSION:

On April 7, 2016, Vice-Chairman Gary Brown tendered his resignation as a Planning Commissioner. The Council on April 13, 2016 accepted Mr. Brown's resignation and directed the City Clerk to begin the 30-day recruitment process. As of the date of this report, the recruitment is in process. Council member Marsha Swanson anticipates recommending appointment of her new Planning Commissioner at the June 8, 2016 Council meeting.

As former Commissioner Brown was elected to the Vice-Chair position in December 2015, his resignation results in a vacancy. In accordance with Section 2 of the Commission bylaws, election of a new Vice-Chairperson for the remainder of the 2016 calendar year should take place.

Procedurally, the current Chairperson takes the lead on this action by first requesting a nomination for Vice-Chair from other Commissioners. Once a motion for a nomination is made, with a second, the vote of the Commissioners takes place. The new Vice-Chairperson will then reside accordingly at the next scheduled Planning Commission meeting. The next Planning Commission meeting is scheduled for June 1, 2016.

Respectfully Submitted,
Matthew C. Bassi
Planning Director

Reviewed By,
Erica L. Vega
Assistant City Attorney